

**Standard Interview Questions – use to help you develop good Accomplishment Stories in advance of your next interview.**

1. Tell me a little about yourself.
2. Walk me through your resume (also treat this one as your "commercial").
3. What are your short and long term career goals?
4. Describe your three greatest strengths.
5. What is your greatest weakness?
6. Do you work better by yourself or as a member of a team?
7. Describe a situation where you demonstrated good communications skills.
8. What's the biggest risk you've ever taken?
9. What would your previous supervisor say about you....both positive and negative?
10. Describe a confrontation you've had with a supervisor. Who was wrong and why?
11. Describe a situation where you made a mistake. How did you handle it and what was the result?
12. Tell me about an unsuccessful team of which you were a member?
13. Describe a situation where you had to deal with an ethical issue on the job; what did you do, what was the outcome?
14. What's the difference between a manager and a leader?
15. Provide an example of your leadership ability.
16. What have you done to develop your leadership skills?
17. Provide an example of when you asserted yourself in a high-pressure or emergency situation.
18. What decisions are the easiest for you to make and which are hardest?
19. Why should I hire you?