

I MINI CURSO ONLINE E GRATUITO DO CLUBE DO INGLÊS

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INTERVIEW QUESTIONS

Group 1

- Tell me about yourself.
- How would you describe yourself? (character/personality)
- What are your strengths/weaknesses?
- Are you married? Single? Do you have a partner?
- What do you do in your free time?
What are your hobbies? / Do you have any hobbies?
- Why are you interested in working for our company?
Why do you want to work for this company?
- What type of position do you think you are suited for / would suit you?
- How would you describe the position we have to offer?
- What aspects of the position are you most / least interested in?
- What would you like to find in this job that you didn't have in your previous job?

- How do you think you could develop the position?
What would be your strategy to develop the position?
- What have you got to offer us?
What could you contribute to our company?
- Why do you want to leave your present job?
Why do you want to change jobs?
- What were you responsible for?
What did your job involve?
- What do you think you gained by working in your last job?
- What do you think of your (last) boss?
- What are your salary requirements?
How much would you hope to earn in this position?
How much do you think you should be offered for this position?
What salary would you expect (to be offered) for this position?
- Have you received any offers of a job?
- Why have you had to look for a job for so long?
Why have you been looking for a job for so long?
Why did it take you so long to find a new job?
- How do you feel about your future in the profession?
- Have you had any failures? / What failures have you had?
Have you had any negative experiences?
- What sort of obstacles have you come across/encountered in your work?
- If you had to recruit colleagues, what qualities would you look for?

- Would you be willing to relocate/to move to another part of the country/
to work abroad?
Did you have to travel abroad in your last job?
- Don't you think you have too much experience/you are over-qualified for this job?
- How long do you think you would stay with us?
If we offered you the job, how long would you expect to stay with us?
- Which do you prefer: to work alone or in a team?
Do you prefer working alone or with other people as part of a team?
- Do you know how to manage a team?
Are you capable of leading a team?
Do you think you have the ability to be a team leader?
- Why should I recruit you?
How could you persuade me to recruit you?
- Do you have any comments to make, or questions to ask?

Group 2

1. What are your strengths?
2. What are your weaknesses?
3. Why are you interested in working for [*insert company name here*]?
4. Where do you see yourself in five years? Ten years?
5. Why do you want to leave your current company?
6. Why was there a gap in your employment between [*insert date*] and [*insert date*]?
7. What can you offer us that someone else can not?
8. What are three things your former manager would like you to improve on?
9. Are you willing to relocate?
10. Are you willing to travel?
11. Tell me about an accomplishment you are most proud of.
12. Tell me about a time you made a mistake.
13. What is your dream job?
14. How did you hear about this position?
15. What would you look to accomplish in the first 30 days/60 days/90 days on the job?

16. Discuss your resume.
17. Discuss your educational background.
18. Describe yourself.
19. Tell me how you handled a difficult situation.
20. Why should we hire you?
21. Why are you looking for a new job?
22. Would you work holidays/weekends?
23. How would you deal with an angry or irate customer?
24. What are your salary requirements? *(Hint: if you're not sure what's a fair salary range and compensation package, research the job title and/or company on Glassdoor.)*
25. Give a time when you went above and beyond the requirements for a project.
26. Who are our competitors?
27. What was your biggest failure?
28. What motivates you?
29. What's your availability?
30. Who's your mentor?
31. Tell me about a time when you disagreed with your boss.
32. How do you handle pressure?

33. What is the name of our CEO?
34. What are your career goals?
35. What gets you up in the morning?
36. What would your direct reports say about you?
37. What were your bosses' strengths/weaknesses?
38. If I called your boss right now and asked him/her what is an area that you could improve on, what would he/she say?
39. Are you a leader or a follower?
40. What was the last book you've read for fun?
41. What are your co-worker pet peeves?
42. What are your hobbies?
43. What is your favorite website?
44. What makes you uncomfortable?
45. What are some of your leadership experiences?
46. How would you fire someone?
47. What do you like the most and least about working in this industry?
48. Would you work 40+ hours a week?
49. What questions haven't I asked you?
50. What questions do you have for me?

Group 3 (Behavioral)

1. Talk about a time when you had to work closely with someone whose personality was very different from yours.
2. Give me an example of a time you faced a conflict while working on a team. How did you handle that?
3. Describe a time when you struggled to build a relationship with someone important. How did you eventually overcome that?
4. We all make mistakes we wish we could take back. Tell me about a time you wish you'd handled a situation differently with a colleague.
5. Tell me about a time you needed to get information from someone who wasn't very responsive. What did you do?
6. Describe a time when it was especially important to make a good impression on a client. How did you go about doing so?
7. Give me an example of a time when you did not meet a client's expectation. What happened, and how did you attempt to rectify the situation?
8. Tell me about a time when you made sure a customer was pleased with your service.

9. Describe a time when you had to interact with a difficult client. What was the situation, and how did you handle it?
10. When you're working with a large number of customers, it's tricky to deliver excellent service to them all. How do you go about prioritizing your customers' needs?
11. Tell me about a time you were under a lot of pressure. What was going on, and how did you get through it?
12. Describe a time when your team or company was undergoing some change. How did that impact you, and how did you adapt?
13. Tell me about the first job you've ever had. What did you do to learn the ropes?
14. Give me an example of a time when you had to think on your feet in order to delicately extricate yourself from a difficult or awkward situation.
15. Tell me about a time you failed. How did you deal with the situation?
16. Tell me about a time you had to be very strategic in order to meet all your top priorities.
17. Describe a long-term project that you managed. How did you keep everything moving along in a timely manner?

18. Sometimes it's just not possible to get everything on your to-do list done. Tell me about a time your responsibilities got a little overwhelming. What did you do?
19. Tell me about a time you set a goal for yourself. How did you go about ensuring that you would meet your objective?
20. Give me an example of a time you managed numerous responsibilities. How did you handle that?
21. Tell me about your proudest professional accomplishment.
22. Describe a time when you saw some problem and took the initiative to correct it rather than waiting for someone else to do it.
23. Tell me about a time when you worked under close supervision or extremely loose supervision. How did you handle that?
24. Give me an example of a time you were able to be creative with your work. What was exciting or difficult about it?
25. Tell me about a time you were dissatisfied in your work. What could have been done to make it better?