

Questions You May Be Asked During an Interview

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Introduction

The job interview is considered to be the most critical aspect of every expedition that brings you face to face with the future boss. One must prepare for it with the same tenacity and quickness as one does for a fencing tournament or a chess match. So get prepared by spending some time on below questions before interview meeting is kicked off.

Interview

1. Tell me about yourself.

Since this is often the opening question in an interview, be extra careful that you don't give a run-of-the-mill speech. Keep your answer to a minute or two at most. Cover four topics: early years, education, work history, and recent career experience. Emphasize this last subject. Remember that this is likely to be a warm-up question. Don't waste your best points on it.

2. What are you expert at?

Mention couple of subjects that you are confident about your expertise. You can explain the related job you have done to demonstrate your claim. Let him ask detailed questions. An experienced interviewer should normally spend a major part of time probing you on what you feel you are good at. As a person who sells his expertise, you have to be ready to face some technical questions based on answer you have given to this question. Technical interview! Best of luck!

Interviewer(s) may come back to following general questions when he is done with evaluating your knowledge and capabilities.

3. Why do you want to work for us?

A good answer comes from having done your homework so that you can speak in terms of the company's needs. You might say that your research has shown that the company is doing things you would like to be involved with, and that it's doing them in ways that greatly interest you. For example, if the organization is known for strong management, your answer should mention that fact and show that you would like to be a part of that team. Your homework should include learning enough about the company to avoid approaching places where you wouldn't be able or wouldn't want to function.

4. What can you do for us that someone else can't? Why should we hire you?

Here you have every right, and perhaps an obligation, to toot your own horn and be a bit egotistical. Talk about your record of getting things done, and mention specifics from your resume or list of career accomplishments. Mention your ability to set priorities, identify problems, and use your experience and energy to solve them. Create your answer by thinking in terms of your ability, your experience, and your energy.

5. What do you know about our organization?

You should be able to discuss products or services, revenues, reputation, image, goals, problems, management style, people, history and philosophy. But don't act as if you know everything about the place. Let your answer show that you have taken the time to do some research, but don't overwhelm the interviewer, and make it clear that you wish to learn more.

6. What are your long-range goals?

Refer back to the planning phase of your job search. Relate your goals to the company you are interviewing.

7. What do you look for in a job?

Keep your answer oriented to opportunities at this organization rather than personal security. Talk about your desire to perform and be recognized for your contributions.

8. Can you give me your definition of the position for which you are



being interviewed?

Keep your answer brief and task oriented. Think in terms of responsibilities and accountability. Make sure that you really do understand what the position involves before you attempt an answer. If you are not certain, ask the interviewer. He or she may answer the question for you.

9. What do you find most attractive about this position? What seems least attractive about it?

List three or four attractive factors of the job, and mention a single, minor, unattractive item.

10. How long would it take you to make a meaningful contribution to our firm?

Be realistic. Say that you would expect to meet pressing demands and pull your own weight from the first day. It might take six months to a year before you could expect to know the organization and its needs well enough to make a major contribution.

11. What do you feel this position should pay?

Salary is a delicate topic especially if you are keen to take the job. I suggest that you defer tying yourself to a precise figure as far as possible. You can say the salary range for the job you apply and mention that this range seems appropriate for this job as you understand it. You might answer the question with a question and ask interviewer if he tell you if there is a range for similar jobs in the organization. If the interviewer continues to probe, you can mention your current salary and benefits and say that like everyone else, you would like to improve on that figure. Remember that the act of taking a new job (although it sometimes does!) does not make you worth more money.

If you are asked the question during an initial screening interview, you might say that you feel you need to know more about the position's responsibilities before you could give a meaningful answer to that question. You can try to find out whether there is a salary grade attached to the job. If there is, and if you can live with it, say that the range seems right to you.

At the end, don't sell yourself short.

12. How long would you stay with us?

Say that you are interested in a career with the organization, but admit that you would have to continue to feel challenged to remain with any organization. Think in terms of, "As long as we both feel achievement-oriented."

13. Why are you leaving your present job?

Be brief, to the point, and as honest as you can without hurting yourself. Refer back to the planning phase of your job search. Emphasis on the opportunities that new job will bring for you. Do not mention personality conflicts.

14. In your current position, what features do you like the most? The least?

Be careful and be positive. Describe more features that you liked than disliked. Don't cite personality problems. Don't make your last job sound terrible.

15. What do you think of your boss?

Be as positive as you can. A potential boss is likely to wonder if you might talk about him in similar terms at some point in the future.

16. When can you join us?

Consider your notice period with current employer and natural interest of new employer to have your utilities as early as possible when answering this question.

Contact

Please feel free to contact S.Rahimi@gmail.com should you have any comment, question or feedback.