**EMPLOYMENT SKILLS 2/EMPS102:** (Rev: 2015)

**Assignment: 50+ INTERVIEW QUESTIONS LIST**

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Zexu (Adam) Zhao

1. **Tell me about yourself.**

My name is Zexu Zhao. You can call me Adam, which is my English name. I have been learning software engineering technology in Centennial College for two years and now I get the diploma. Before that, I also had a bachelor’s degree of information management and information system in China. During my college life, I have been working as a volunteer to do the lab maintenance outside campus. I really learned a lot in that experience. On campus, I had many courses such as networking, web design, java and C#. In those courses, I had a lot of assignments and projects to do. I paid lots of attention to participate in the teams. We developed bank loan credit system, online TV shop and assignments tracking system. So from my experience, I would be a good choice to be hired.

1. **Why should I hire you for this job?**

Because I have two years’ of volunteer experience in this field. And I also faced a lot of problems. During the two years, almost all issues happened and we all managed to fix those. I think my experience has already covered every problems.

1. **What technical skills do you bring to this team?**

To work as an experienced employee, I can fix problems which should be done immediately. On the other hand, I am not just a maintenance, I am also a programmer. I know all the languages. So if the company has some development tasks, I can handle those when I am available.

1. **Why are you the best candidate for this job?**

Not only because of my experience, but also I have a master who can help me a lot. I have been working with him since two years ago and we are both teammates and friends. He said wherever I go, he is available for me. I think this can be a very good resource. From my understanding and experience, there is no problem that cannot be solved by him.

1. **What Qualities do you bring to this organization?**

Well, I am a quick learner. Learning should stay with us forever. There must be something that I don’t know. Even now I can say I know a lot, maybe everything. But as time going, there would be new technologies which is out of my field. The only way of fixing that problem is to learn it. And I can spend less getting to know what the new technology is. That is to say, I can lead and help everyone in our company to be willing to learn all new knowledge.

On the other hand, I always complete tasks on time. Nowadays, people are becoming busier and busier. We are paying less attention to the time management because we usually think that being a little bit of late is not a big issue. But I am different. In my heart, it is a big shame that I cannot manage my time. It is a small issue, but if I cannot fix small problems, how can I say I am good at solving big problems? So I would be the one who always be on time and set myself as a model. I hope everyone else can learn this from me.

1. **Why did you choose this industry as your career?**

I spent two years doing the lab maintenance job. During that I found it very interesting. Every day there were totally different problems and issues happening. Life would never be boring because I had to think about the new ones. I will not be duplicating things every day if I get this job.

1. **What work have you done in the past?**

This is a really big problem. As I said just now, I have been learning software engineering technology. I did a lot of assignments and projects. But during my volunteer job, I did only the lab maintenance jobs, such as carrying computers everywhere, fixing problems of each desktop, and installing software. Even we did some jobs like setting up the TVs and putting them on the wall. Things were very broad.

1. **What’s your experience with working in teams?/example**

It is all about dealing with group members who don’t do their work. In my Canada school life, I have so many friends who are from different countries all over the world. We have different cultures. Some of my friends were good promisers and they didn’t do their job. Sometimes I thought they were proud of this. The only thing I did was paying more attention to the job we had to finish and asking them if they needed help. I think in work place, boss will only care about the product. People who don’t work could be fired but we need to have projects done.

1. **What are your career goals for the next 5 years?**

To be expertise in this field. Salary is not a very big issue but at least I can finish any jobs independently. If it is possible, I want to be a very good team leader to fix or develop anything.

1. **Describe a situation where you’ve taken initiative.**

There were assignments about developing single page applications. One of them was developing a chatting application. I was one of the team members. But at the beginning we had a very big problem. We didn’t know how to start. So I went back home, spending a whole night working on that. Fortunately I made it. The next day I spend four hours explaining how to get started and set up the environment. Everybody could start working. Now I am still proud of this experience.

1. **How has your education & work experience prepared you for this job?**

We have a course called Networking. And from my experience, lab maintenance covers more about networking. We did lab experiments every week and I learned a lot from the lab tests. And I was always the first one to finish my work because of my work experience.

1. **How do you deal with team members who don’t do their tasks assigned to them?**

Just like what I said just now, I will pay more attention to the job that needs to be done and I will ask them if they need some help. The only principle is to get the job done first and then deal with the lazy team members. I think the HR will have his way of doing this.

1. **Describe a challenge you’ve faced & how you handled it -what did you learn for it?**

I had a very big problem when I was the team leader to develop a single page application. Nobody knew how to get started, including myself. I spent whole night learning and trying. Finally I made it. The most important thing I learned from this experience was that, no matter how hard a task is, try to focus on it and the god will let things done.

1. **Tell me about a mistake you’ve made, & what did you learn from the experience.**

The biggest problem I have ever made was in my course called Computer Programming Project 1. The professor asked my team to follow what he wanted us to do. The final project was not a very big deal. It was important to know the process we needed during the job. But we didn’t follow. We were just doing the final project and paid no attention to the process that we had to follow. After being told by the professor, we knew that whatever we were doing, the most important thing was to know what was the most important.

1. **Do you have a reference list for me to contact?**

Yes, it is in my reference list. All of them were my employers during my volunteer job.

1. **If I called someone from your reference list, what would your reference tell me about you?**

Of course I want them to say something good about myself. But I prefer to be get the compliment about how smart and fast I am when doing jobs. On the other hand, I want my employer to know I am an employee who is always on time.

1. **What is your most memorable accomplishment?**

It is also the single page application. After my struggling, all of my teammates were working so well and in our submission, the professor said “Good Job!” to us. Everyone was praising me.

1. **What are your greatest strengths?**

Fixing problems. You know I have been working as a lab maintenance, whose job was to fix all the problems. It was two years and there were more than 100 computers. Different problems happened every day. So all of them was solved by my team so I am a really good problem fixer.

1. **Have you ever done this kind of work before?**

Yes, I had two years’ of this kind of experience.

1. **Give an example of when you worked in a team.**

I have been working in a lot of teams in my college. But in one semester, I had three projects with one team. They were all good programmers but one of them was not a good time manager. He always submitted his work late. We had to remind him all the time. And in the end we finished everything.

1. **Do you have a problem with doing shift work?**

No. Because I have this kind of experience. During my single page application, the assignment was in a hurry and I spent the whole night learning how to do that. It was a really shift work and I made it. The next day I still explained to my teammates with high enthusiasm.

1. **Describe a time you had to work without any supervision.... & the steps you took**

First of all, I created a repository in GitHub and created issues which would be my tasks. I finish the task one by one because my tasks are documented and I was under supervision of GitHub. This forced me to work because everyone all over the world could see my processes and if I was not finishing my work, it would be a big shame.

1. **Are you available to work evenings & weekends?**

Yes, I am ok with that. I had some related experiences and in my college life, the only way of finishing assignments was to work at night and weekends. I already did a lot.

1. **How do you deal with multiple tasks & deadlines?**

As a student, I always had multiple tasks and deadlines. I will put the tasks in different levels. The assignment with the earliest deadline should be finish first so that I did that job first. And in the end I did the job that has the latest deadline.

1. **Why did you choose this job/this company to work for?**

As I said just now, I already had this kind of experience. I can say I am professional enough. And I found that it is a lot of fun doing lab maintenance. Why don’t I choose a job that I can do with a lot of enthusiasm?

1. **Why do you want to work here?**

Because this company has a lot of good and high-tech computers. I love working with new technologies. And from others’ opinion, you have a good culture in your company, which gives me a lot of curiosity. I think it will be a good choice to work here.

1. **Where do you see yourself in 10 years?**

After ten years, I will be at least a team leader. Even I might be a department manager. The thing I will be doing can be managing team or department members to work well. I might not pay a lot of attention to the detailed work. I could be the one who manage the whole team or the IT department.

1. **Do you think you are an organized person? ...example?**

Yes, I am. I am always a good time manager. I am always on time because I can remember all the tasks, assignments, quizzes and tests. The way of doing that is listing everything and check what I have left with. With this kind of organization, I will never miss any tasks.

1. **Have you ever worked with a difficult leader and how did you handle the relationship?**

Yes. As I said just now, I have a master who was my team leader. He was a good maintenance but he is really strict. We had some arguments during my experience. I didn’t get things done but he didn’t care about whether I can or not. He didn’t want to see me working on that. He wanted me to finish that. After a little bit of unhappiness, we paid more attention to the job. After that we realized that argument might happen, but we can keep good relationship with the help of work. The only thing we need to care about is to finish the job first.

1. **Do you work well with others or do you prefer to work by yourself?**

Both. I am a good team member because I can finish my work on time. And I am also a good independent worker because I enjoy working alone. Even team jobs have some alone works. So I can take care of both.

1. **Do you have good problem-solving skills? ……how did you acquire them?**

Yes. Lab maintenance is a job to solve problems. The best way of learning is practicing. I put myself in the real work place and problems came to me every day. I used my knowledge to solve them, googled them and got help from my team leader. By solving real problems, I got a very good problem-solving skill.

1. **Is there anything about yourself that may affect your performance in this job?**

Yes. I think a good mood is really important. I am not saying that bad mood will stop me from working well. I mean I can try to keep myself having a good mood every day so that it is really good for my willing of working. On the other, it will help my colleagues to have good mood to work well.

1. **Tell me about a past difficult situation you experienced at work.**

During my work experience, my team leader and I had a very big problem about installing new Macs. We did not know much about Macs so we searched for help. There were 46 Macs in the two labs and we stayed there until 2 o’clock at late night. Fortunately we finished all the tasks. Every Mac was working fine.

1. **How did you deal with a difficult situation/problem in the past?**

I always tried not to think about giving up because it will let me relax and I would not have that much power to work on that. The only think I did was to calm down and take my time trying to learn and finish it step by step. Usually I finished everything because I was really doing my best. There will never be a problem that cannot be solved. If the problem cannot be fixed, it does not exist or it is not a problem at all.

1. **What is your short-term career objective/goal?**

To get to know the company as soon as possible. And get to love working here. Keep a good relationship with majority of the colleagues. Satisfy all my supervisors. Be able to finish tasks that is different from the ones in my past experiences.

1. **What is your long-term career objective & goals?**

To keep a good position in the company. Be a team leader, even a department leader. On the other hand, I want to make a difference that develop some websites and applications that will contribute to the company.

1. **What kind of salary are you looking for? ........What salary range did you have in mind?**

I am a new employee so that I cannot expect too much. I think 40,000 per year is a lot of money for me.

1. **Tell me about a weaknesses …how have you remedied this weakness?**

My English could be my weakness. It is not my mother tongue. The only way of remedy it is keep talking in English. Some of my friends have a better skill of English than me but they don’t enjoy practicing so they only stay with Chinese friends. I choose many English-speaking friends and now I think I can speak a fluent English like what I am doing now.

1. **Why did you leave your last job? (2nd Career)**

Because it was my volunteer job and I was just getting experiences. Now I graduate and I need money to support myself. And I think my skill can make me deserve the money.

1. **Have you received any other job offers?**

No. The only way of getting job is to pay attention to one job each time and manage to get it. If I have too many offers, they will let me fail to focus on one and I might get none of them.

1. **What have you done that has caused you to stand out amongst your peers?**

I didn’t treat myself as just a student. After I came to Canada, I knew there would be a lot of challenges. The only way of surviving in Canada is not staying away from the troubles. I need to face it. So every time I had a problem, I didn’t want to wait for help only. I would ask for some help and during the help, I was learning how to get problems fixed. I don’t want to be a getter. I am also a server. So now I can even help the ones who offered me help before.

1. **What have you implemented to help your company) save time or $? (2nd Career)**

In my job, the best way of fixing computer problems is to get a new one, even some new parts. In one situation, my team leader was planning to go and buy a new part. It would take long. But I remembered that there might be a new one in the warehouse, so I went there to see. I was not so sure but I really found it. We did not have to go and get one any more. This saved us time and money a lot.

1. **Do you have a problem with having a company cell-phone & providing assistance after hours?**

No. I am always ok and ready for offering and getting help.

1. **How do you feel about co-workers who take smoke-breaks?**

Everyone has different conditions. We all need some breaks during working. Some people might need some smoke to feel relaxed and cigarettes would give them more power. The only principle is to smoke outdoors, and I will be very pleased to offer help.

1. **If you were a super-hero, which one would you be? ….and why?**

I would choose to be Spiderman. He has great power and abilities. If he do bad things, he has the strength to escape immediately and nobody can stop him. But he doesn’t. He is still helping whatever he can do and he will try to punish the bad guys. Everyone loves him. So if I had a chance, I would choose to be Spiderman.

1. **What are your views about short-term travelling or short-term relocation with this job?**

I am ok with those. Nowadays, no work can be done only inside rooms. And this is a big company, you have sub-companies and branches. Taking good care of them is really important. Keep a good relationship with other companies are also important. I am always be willing to follow what the company wants me to do.

1. **What are you most proud of in your life?**

I am proud of my brain. I am smart enough to deal with problems. The thing I am proud of is produced by my brain. One of the example could be that I have a good memory which not everyone can remember as much as I can.

1. **How has your education prepared you for this job?**

I had a course called networking. During that course, we learned a lot about the theory of how internet is working and we also did a lot of lab experiments. It is best for us to do lab maintenance jobs because the most difficult part is to fixing complicated internet problems.

1. **Do you have any questions at this point?**

If I am hired, do I have chance to learn things?

1. **Is there anything else you would like to add?**

I am not just a lab maintenance and programmer, I am also a good singer and cook. So if there is a party in the company, my attendance could benefit you guys!

61. **ADDED:** What have you done that caused your dept to generate income or to reduce costs? (2nd Career)

62. **ADDED:** How did you contribute to the interpersonal component or social improvement in your previous company? (2nd Career)