

Online Interview Questions

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Section 1: Getting to know you



Tell us more about your self. *

I am positive thinker, self-confident, hardworking, self-motivated and I can make adjustments easily and can learn new things.

What are your main strengths? *

My main strengths are my communication skills and readiness to follow instructions.

What are your main weaknesses? *

I like to make sure that my work is perfect, so I tend to perhaps spend little too much time checking it. However I've come to a good balance by setting up the system to ensure everything is done the first time correctly.

What do you think are the characteristics that you poses that would make you the best candidate for the job? *

I studied IT and I've always been passionate about computers, but working in ICT industry has always been my career. I am confident that my diploma will prove invaluable to working within the IT department in your company.

List 2 (two) things that you have learned about yourself in the last year. How did you learn this information? *

I am now much more productive and much equipped to handle unusual or difficult situations. I have learned a range of new IT skills. Associating myself with people who are working in IT industry helps me to learn more about my being.

What annoys you about people or situation? What do you usually do about the situation *

I get irritated when co-workers miss deadlines, I try to always make sure goals are clearly communicated to everyone on the team.

Describe the situations or circumstances that bring out the best in you, your work and your behaviour? *

My personal work style involves both taking the time to properly plan my work as well as focusing on delivery. I collaborate with other on my team to make sure we reach being the most productive in the use of our time.

Provide information of a time when you did or said something that had a positive impact on a friend, family member, teacher or anyone else? *

When one of my colleagues started frequently coming late at work. I explained to her why I concerned about the behaviour. She acknowledged the problem, and I asked there was a reason for the change from her usual punctuality, she then told me everything and we work on adjusting her scheduling few days each week.

Provide information of a time when you did or said something that had a negative impact on a friend, family member, teacher or anyone else? *

When my colleague was not dedicated to the work she was tasked.

What do you think about success? *

Success is about doing my job well. I want to be recognised as someone who always does their best and tries their hardest to make sure my goals.

What would you like to accomplish in the next 3,6,12 months? *

Learning new set of skills and also to move into a position of responsibility where I can lead a team.

What motivates you? *

Learning new skills has always been a great motivation to me.

Section 2: Rate yourself



Rating Questions

How would you rate yourself on a scale of 1-10 (1 being extremely bad & 10 being extremely excellent) on the following (feel free to expand on any of the point if you need to). Please be completely honest. None of them have a right or a wrong answer

Attention to detail – i.e. your ability to notice fine detail, slight errors that are often not very obvious, spotting errors in information, checking for correctness etc. *

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Accuracy – always ensuring that information and data is accurate and correct, double checking work and checking information that you receive to ensure that it is in fact correct etc. *

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Time Management – ability to prioritize in terms of urgency, how often you find yourself being late for appointments or handing in tasks (perhaps at university), how well prepared in advance you generally tend to be, are you normally early or late etc. *

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Prioritisation – Ability to decide what is most urgent and what is least urgent and organise accordingly *

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Organisation Skills – is your life very organised and planned in general, do you like to lay things out neatly before doing them, do you like to plan everything before starting or do you rather start and plan as you go along, are you usually ahead of schedule? *

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Delegation – do you find it easy to get people involved and getting their assistance on required tasks? If for example you refer to do it yourself, make a note accordingly *

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Systematic – do you like putting in place systems and having a flow and systematic way of doing things? Alternatively perhaps you don't enjoy things being too structured and systematic. *

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Ability to follow instructions? Do you normally accurately complete tasks given to you in a manner as expected by the person who gave the task to you? *

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Willingness to follow instructions? Do you find it easy to take instruction from authority or are you the type that prefers to always be the person in a position of authority? *

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Enjoyment of dealing with new people? Do you enjoy interaction with people, meeting new people, are you the type who likes people around you often and finds it easy to greet people, make friends and new acquaintances? *

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Target orientated? Do you like having a target set for yourself to work towards? Alternatively perhaps the idea of working towards constant targets is intimidating. *

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