

Online Interview Questions

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Section 1: Getting to know you



Tell us more about your self. *

I am really energetic, and a good communicator. Working as a tutor enhanced my verbal communication skills.

I am punctual, I have good time management skills and can be counted upon to finish what I started.

I love doing community outreach projects or rather projects that uplift our communities.

I consider myself hardworking, flexible, fast learner, reliable and helpful.

What are your main strengths? *

I am a good team player, I work very well with everyone to produce quality results.

I believe my strongest trait is my attention to detail. This trait has helped me so much, from my studies to work that I engage in.

I am an adaptable person, I worked with different behaviors as a tutor and I was able to adjust my approach to meet their different needs.

What are your main weaknesses? *

I have never been comfortable with public speaking, and I knew that it was going to be a problem in the workplace. I took tutoring as a challenge and a tool to improve my public speaking skills, it really helped, now I can stand in front of everyone and present myself.

I struggled with time management in the past. Having to focus on my studies and preparing for tutorials really confused and I couldn't manage my time properly. I then decided to draw up some timetable that will assist me, and I overcame that challenge of time management very well.

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

I am vibrant, energetic, fast learner, accountable, flexible, passionate, committed and service excellence.

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

One of the things I learned about myself in the last year, was that I can do anything that I want as long as I put my mind and focus on it. I'll public speaking as an example, I never saw myself as a good public speaker or even standing in front of people and present myself. But I learned that was just a myth, the minute I told myself that it is possible everything became easier for me.

Second thing that I learned about myself is that I can remain calm in a very stressful situation and to think fast. Having a lot of other students depending on me as their tutor, taught me to be calm and to think fast. They mostly demanded answers for different questions and I would tell myself to not panic but remain calm and think fast.

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

What annoy me about people, is when we are working as a group and see that people are not serious about the quality of results that we will have to produce but they are more focused on proving their individual intelligence and try to patronize others. What I usually do in this kind of situation, I read the mission, vision and goals of the group for all my group members and remind them that we are doing with this for group gains not to make others feel small but rather help each other than to look down on each other.

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

Situations that bring out the best in me is being helpful to people around me, helping really brings the best in me.

Circumstances that bring best in my work, is learning new things everyday, listening to others and excelling being the best in my work.

Situation that bring best in my behavior is staying calm in a situation that is seen provoking and stressing. I stay calm so that I do not make decisions that I'll regret later on.

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? *

It was in 2017 when a friend of mine lost her Aunt who was the only person left with. She was ready to quit everything including school. I advised her not to give up because that's what her Aunt always wanted for her, to study, graduate and find a decent job. I said to her do it for your aunt then if you do not want to do it for yourself. She indeed listened to me and she is always grateful for my advice.

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? *

It was last year, there was this one student who always looked down on me as a tutor. He would mock me and provoke, I got tired of his behavior and said he would amount to nothing in life if he keeps mocking people who are only trying to help. That had a negative impact on him because he started bunking tutorials and his performance dropped down. But I regretted it and I had to apologise to him.

What do you think about success? *

I think success is some thing that everyone needs to work for.

I think one is not successful enough until he/she helps others to succeed too.

Success should be every ones drive and motive in life.

I think success is earned and requires a lot of hard working.

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

In the next 3 months I would like to accomplish my goal of being an Intern for your company.

In 6 months I would like to accomplish my goal of being the best in whatever that i will be doing.

In 12 months I would to accomplish my wish of helping anyone in need especially from my community, and I would like to see myself as a valued intern of a company.

What motivates you? *

Seeing others excelling and succeeding motivates me to also work hard for myself and believe that everything is possible.

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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