

# Online Interview Questions

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## Section 1: Getting to know you



Tell us more about your self. \*

I am vibrant,enthusiastic matured lady. I am holder of a Btech in Cost and Management Accounting and a Diploma in Financial Information Systems. I'm self motivated individual, detail orientated, organised hard worker who is eager to learn. I have an ability to meet required deadlines under minimal supervision.

What are your main strengths? \*

I'm self driven.If i set out goals i make sure I accomplish them.

What are your main weaknesses? \*

I believe in time management if things are not done on time i tend to panick

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

I have an ability to complete a project under minimal supervision. In my previous internship programme i was placed in Internal Control Unit my duty the was to prevent wasteful and fruitless expenditure. My mentor only showed me for two days on how do the work on the third day I was able to do the work with minimal or not supervision at all.

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

I have learned that sometimes things do not always go as planned i also learned to stay positive no matter what. Last year i really had hope that i get a permanent job but that never happend but that never stopped me in searching and applying for more jobs

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

It's people who do not value time if they are going to be late for an appointment they do not report early

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

Working with a team I share the same goal with that makes me to be more effective in my job

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? \*

I helped a friend that just graduated from university in searchig and applying for a job. One company answered and she got the job

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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? \*

A family member once asked me to do something that goes against my beliefs as a person with respect i told him i cannot do what he asked me to do as it goes against what I believ in as a person he did not take that well

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What do you think about success? \*

To me success is not about materialistic things like cars,fancy clothes etc. It is about succeeding in doing what you love or your purpose in life

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

To learn more about Information Systems side as my only previous work experience is in Finance

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What motivates you? \*

I get motivated by accomplishing a goal i have set it motivates me to set more goals. And also working with a team that i share the same goal with

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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. \*

1	2	3	4	5	6	7	8	9	10
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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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