

# Online Interview Questions

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## Section 1: Getting to know you



Tell us more about your self. \*

I'm known for being a detail-oriented, well-organized team player. I never miss deadlines, I'm a good communicator and I can juggle multiple tasks at once.

What are your main strengths? \*

My main strengths are my ability to prioritize, dedication and respectfulness

What are your main weaknesses? \*

My main weakness is i always attempt to please everyone

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

Commitment and hard work.

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

Hard worker and a team player. During a group assignment i did at school where i took it upon myself to ensure that a task is done properly regardless who it was assigned to.

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

When a person fails to do a task that he/she was suppose to do it and only tells you when the task is due that he/she couldn't do it.

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

Working under pressure because it really shows the character of a person.

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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 advised a fellow student on whether or not he should continue further with his studies, where I said he should not study because of the fear of not finding a job the following year.

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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? \*

I once advocated for class to be attended to cover loss time due to strike, one of my classmates had already went home when this discussion happened and couldn't attend a practical

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What do you think about success? \*

Success is what you make it to be, because success differs from one person to another

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

Pass my drivers licence and find myself a good job

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What motivates you? \*

My family is my motivation they are the reason i wake up everyday and strive to be a better person and try harder.

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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. \*

1	2	3	4	5	6	7	8	9	10
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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? \*

1	2	3	4	5	6	7	8	9	10
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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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