

## Online Interview Questions

Email address \*

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Name & Surname \*

Zona Ndevu

Identity Number \*

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### Section 1: Getting to know you



Tell us more about your self. \*

I am Zona Ndevu. I live in East London I have done my IT diploma at Walter Sisulu University. I have a big family 4 sisters , one brother and mother

What are your main strengths? \*

I am self motivated person , honest and hardworking girl with positive attitude towards my career and life

What are your main weaknesses? \*

I can't say no when someone ask for help and I am a bit lazy about which I am not interested

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

I will put all my efforts for the good progress of organisation. I can finish the work given to me on time and try my best to fulfill all the needs of the company from me

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

I have learned that I am pecient person I easly adapt in any situation.

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

I don't like people who are judgemental and who talks too loud but I try to adapt any situation

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

Being present and being clear

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 am the first child in the family that had gone to varsity without taking gap year so that made my mom happy

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? \*

At varsity I once laughed at my friend while she was fallen down without noticing that she was hurt

What do you think about success? \*

Success is when you have reached all your goals in life

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

I would have expanded the little knowledge that I have by learning somethings new and gaining experience

What motivates you? \*

A person who is committed to her/his job and does not give up easy

## 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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