

# Online Interview Questions

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## Section 1: Getting to know you



Tell us more about your self. \*

I am a 28 year female who likes to socialise with people and understand their different cultures. I am a passionate and driven individual who is motivated by achieving personal and professional goals. I thrive in a team as well as independently, and I continuously seek to improve myself.

What are your main strengths? \*

1. Patience
2. Dedication
3. Time management
4. Discipline

What are your main weaknesses? \*

1. Trying to please everyone
  2. Impatient
  3. Change frustrate me
  4. Not acting immediately to demand
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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

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

1. I work comfortable with teams where necessary
  2. I have learned that I can't please everyone to achieve my dreams
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What annoys you about people or situation? What do you usually do about the situation \*

Helping people who pretend to be in difficult situations. I only help when i'm convinced that their situation is for real and help in a way that will make a difference in their lives. Helping just for the sake of helping is not my preferred way.

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

Meeting tight deadlines, I work well under pressure to deliver and achieve set goals. I have a habit of building routine and behavior repetition only where necessary and where it works best for me without becoming trapped in too much routine.

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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? \*

Three to four years back, I encouraged my best friend to never give up on her dream of studying overseas and she came back from Paris with her masters degree.

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? \*

Basically told a family member to stop thinking high of herself

What do you think about success? \*

The accomplishment of an aim or purpose where you look at all your previous experiences.

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

I would like to see myself as the best Public Relations communicator by gaining more experience through out my internship.

What motivates you? \*

People waking up early in the morning to their respective areas of expertise, working to provide for their families.

## 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? \*

1	2	3	4	5	6	7	8	9	10
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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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