

Online Interview Questions

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Section 1: Getting to know you



Tell us more about your self. *

I am a down to earth, friendly person. Passionate to gain work experience to enhance my knowledge and skills.

What are your main strengths? *

I am a fast learner. I can work under pressure. High dependable. Team-player.

What are your main weaknesses? *

I can be shy at times. Can let nerves get the best of me but I am working on that.

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

I am dedicated and passionate and really want to grow and be better in my career

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

I am strong and can overcome/do anything I put my mind into. I learnt this about myself when I went to China for an Internship it wasn't an easy time but I made it to the end.

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

Irresponsible people I try to give advice to those close but sometimes there is nothing you can do when you are not used to that person

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

When I finish a task successfully. When I do good for a person in need I feel better about myself for helping out where I can.

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? *

Helping a friends/or anyone in need without expecting something in return

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? *

Not being able to help a friend not because I don't want to but because I can't and they don't want to understand

What do you think about success? *

I think dedication, hard work, passion, positive thoughts and actions lead to success

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

I would like to have gained knowledge and skills that will be beneficial in enhancing my career

What motivates you? *

Doing a good job. In times of projects or tasks when everything is going accordingly and can't wait for the final result seeing that it will be a success

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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