

# Online Interview Questions

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Name & Surname \*

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Identity Number \*

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## Section 1: Getting to know you



Tell us more about your self. \*

I was born and bred in Port Elizabeth, 25 years of age. I recently completed my National Diploma in Financial Information Systems for which i will be graduating this year May. I am a hardworker,passionate and consistent and i believe in compassion and helping others .

What are your main strengths? \*

I can work under pressure and i am a persistent person i don't give up easily. I am always willing to learn new things,easy to adapt,reliable and analytical.

**What are your main weaknesses? \***

I can be overly committed that i don't pay attention to other things and that is why i am a hardworker.

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

I am a very committed worker, i love challenges and i have the will to succeed. I'm also a fast learner which will fast track the training process.

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

I firstly learned how to be patient being a young mother that is something that i have adapted from it. I also learned that whatever you put your mind to you can achieve and i learned that through my academics.

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

People who are not punctual annoy me and with them i usually set up an hour before the arranged time.

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

It has to be my family and wanting to change the current state of my family as i am their last hope to a better life.

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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? \*

It was for a family member, I had a cousin who matriculated and had little faith in herself and her abilities that she believed she didnt stand a chance to be accepted at an institution of higher learning. I took it to myself to apply on her behalf and she was accepted and now she is currently doing her third 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? \*

The only thing i can think of was at time when i adviced a friend(on her request) on a decision she had to take and she thought with my advice i had bad intentions but i was looking out for her and at the end of the day the final decision was her's not mine and that had a negative impact on our friendship.

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What do you think about success? \*

To me success means happiness, having the ability to do what you love everyday and it doesn't have to be money, wealth or status and just working towards your dreams.

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

I would like to see myself part of a company that will enable to equipt me with the necessary skills, experience and knowledge in order to be an intergral part of the company.

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What motivates you? \*

Life in general motivates me, seeing other people succeed,my family,achieving what i desire and working part of a company that will groom me to a place i want to be in terms of my career.

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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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