**Mock Interview Questions**

**Behavioral Interview**

1. Tell me a little bit about yourself?

I am a management information system professional with a background in software engineering and database design. With a solid foundation in managing IT operations and processes, I developed the skills in to adapting new technology and utilizing to productivities and efficiency. My experiences have been topped with great communication skills and team mindfulness, making me well-rounded in integrating technical innovation with different stakeholders which including clients, staff and management.

1. What are your greatest professional strengths?

My greatest strength is my ability to identify operation and procedure inefficiencies and hone in the skills to implement or propose solution that will accommodate or optimize the potential amidst the current environment. My proficiency in programming languages, database designs, and web development, plus the passion to forward-looking in tech advancement enables me to incorporate these needs through solution that are out-side-the box.

1. What do you consider to be your weakness?

I thoroughly enjoy researching, designing and implementing solution. I love and am always passionate in completing my project and task. Since there is always room for improvement in this ever-advancing arena, sometimes I neglect the need for small socialization. I am mindful of that so I try to take a break to join the small circle of socialization.

1. Tell me about a challenge or conflict you have faced at work, and how you dealt with it.

I had to manage a staff who wanted to take the task a different direction with a very layback personality. My response to him was to give the current task and nothing else. I also laid out clear time-lines so that we would evaluate his progress from time to-time. If the was not finished according to time, we would resume our previous direction.

(Mrs. Foueback-🡪Give a setting, story and ending. Start with a conflict and ending with you being the hero.)

5. How do you deal with pressure or stressful situations?

I try my best to prepare a solution to the smallest details as much as I can for a given situation. I like to break down my challenges in different steps and time-line to make sure all the details are covered. Then I maintained a good perspective and keep the communication channel opened so that if unforeseen situation arises, we still would maintain a great relationship with different stakeholders.

1. Describe how you would handle a situation if you were required to finish multiple tasks by the end of the day, and there was no conceivable way that you could finish them.

There have been a few times when my project manager had to give a high-level quarterly productivity update to our government contracting chief, in the meantime, one of the army officers from contracting office need an ad hoc report of dataset or query and the employees from work log department has a PC/workstation failure. The PM presentation, in an unfamiliar building in a different location, was the top priority so I had to get all the speech slides and all the hardware ready. I had to offer the soldiers from the contracting office the alternative of my subordinate rendering a query result on my behave; and I provided a loaner workstation for the employee who has PC problem. I explained where I would be and what I was doing and would be available to tend to their needs later that day. True to my word, I communicated in with them to make sure they were satisfied with the alternative option. Then I double-checked to see solutions and fix the PC/workstation. I made sure they were able to proceed with the interim solution and were happy at the end of the day.

1. When you are working with a large number of customers, it’s tricky to deliver excellent service to them all. How do you go about prioritizing your customers’ needs?

It depends on the natural of the needs. Once, I had Procurement Manager asking for a high-level question while I was in charge of repairing a workstation breakdown of a front desk personal. I explained the Procurement Manager that I needed to tend to the needs of the front desk personnel by providing another machine, then I can get back to her. She understood and replied that it wasn’t in a hurry. After getting a replacement workstation for the personnel, I went back to generate a report for the procurement manager. Then I had my subordinate fixed the PC. Everyone was satisfied.

8. would categorize customers based on factors such as urgency, complexity, and potential impact. By assessing these factors, I can allocate resources accordingly and ensure that high-priority customers receive the attention they need while maintaining open communication with all customers. Organization and time management skills. W the outline , creating a deadline. Creating share groups so the others can chime in and speak to you live. How you manage and you structure (time management so things are getting accomplished).

1. Describe a long-term project that you managed. How did you keep everything moving along in a timely manner?

Once we worked on creating a website for contracting office so that all the clients could log a support request on to the website. My manager and I had the vision to use HTML while one of student subordinates wanted to use a different language. He was a great employee but very layback and wanted to use this web language to fulfill his project. We had to set major time-lines for project milestone to make sure he could fulfill the small tasks. Unfortunately he wasn’t able to finish, so my manager and I took over and created the website in HTML in time to present it to the contracting office. They were more than delighted.

1. Tell me about a time you set a goal for yourself. How did you go about ensuring that you would meet your objective?

I wanted to obtain my Oracle cert so I researched and looked up the dates for testing. I set a couple of date as my main objective and the second date as my alternate fallback plan. Forwarding a few weeks, I was able to study hard, prep taking the test, and took it accordingly. I got my Oracle business associate cert!

1. Give me an example of a time you managed numerous responsibilities. How did you handle that?

I am trying to manager transitioning to Software Engineering. But I also signed up for a volunteer meal-plan. I made sure I had all the food ingredients for the meal and more, for the person in need, plus my family. I used instant pots, and get everything ready for a homemade meal for the intended person and our family while getting my software engineering done.

1. Tell me about your proudest professional accomplishment

Implementing operational efficiency strategy.

My proudest professional accomplishment while I was working for Chevron Incorporation. I was worked on a project to convert a legacy system to an user-friendly database. I was told that the legacy system costs them $50k per year. It was a payroll system so a lot of their employees’ salary were depending on the it. I was under a lot of stress but was able to get it finished and made the process easier and so much more cheaper to use.