Lesson 2

How to deal with tricky questions during the interview

Лексика:

Self-awareness – Само осознанность. Понимание себя и своих сильных и слабых сторон. Considerate and frequent feedback will raise employee’s self-awareness – Внимательная и частая обратная связь поможет повысить самосознание сотрудников

Performance – Производительность, исполнение. Due to my increased performance this year I would like to ask for a salary increase - В связи с моей повышенной производительностью в этом году я хотел бы попросить повышения заработной платы.

Leadership – Лидерство. I would like to rise to a leadership position – Я бы хотел подняться до лидерской должности.

Prone to – Быть склонным к. I am not prone to conflicts at the workplace – я не склонен к конфликтам на рабочем месте

Overcome – Преодолеть. I was able to overcome my weakness – Я смог преодолеть свою слабость.

Consideration – Внимание, предупредительность. To show consideration for one’s situation – принять во внимание чью либо ситуацию.

Argue – Спорить

Failure – Провал

Responsibility – Ответственность

Respond – Отвечать

Development – Развитие, разработка

Priority – Приоритет

Severity – Серьезность (проблемы, задачи или бага)

Как ответить на каверзные вопросы:

**1. What are your weaknesses?**

Даем честный и не слишком типичный ответ, который предусматривает слабость, которая не является критичной для позиции на которую вы подаетесь. Это больше проверка на само осознаность и понимание своих слабых сторон и желание работать над ними.

Например:

“When I look at my programming skills, I am not very experienced at working with Angular framework, so I am currently taking some online courses to improve on that.”

“One of my weaknesses is hiring and team leadership, simply because I haven’t done much of it in my career. However, I’d like to become a team leader in the future, so I’ve begun making positive progress in this area whenever I get the opportunity to learn more. In my last company, I started participating in the committee that hires new candidates, and I trained and mentored five of the new team members that we hired. I also gave some presentations to an entire class of newly hired staff, so I got to build my public speaking skills and confidence, too. My hope is that within a few years, I can be ready to lead a team, so I’m actively working to turn this area of past weakness into a strength.”

**2. Where do you see yourself in 5 years**

Интервьюера не думают что вы правда знаете что будете делать через 5 лет. Это больше проверка на ваши амбиции и дальнейший вектор вашего развития. Также они не ожидают что вы будете на них работать 5 лет или больше.

В ответе нужно подчеркнуть свое видение будущего и ваше долгосрочное планирование.

Например:

“It’s only been two years since I graduated and began working, but I’d say that my goal in five years is to see significant growth in my programming skills. I reviewed your job posting and it seems like this position would offer some great challenges and learning opportunities for someone relatively new in their career like myself.”

“In the next 5-10 years, I hope to be leading a team or department. I’ve always enjoyed leadership in my career, so growing as a leader is one of my core careers goals right now. Your job posting looked exciting and mentions some great leadership opportunities, so I was eager to have a job interview and learn more about this opportunity.”

**3. How do you prioritize your tasks when you have multiple deadlines to meet?**

Hiring managers often want to know how you prioritize tasks to get an overview of your organization skills. Mention the tools you've used to organize your projects and how those tools help you decide on which tasks to work on.

Например:

"I use my calendar and project management system to organize my tasks. When I worked as a project manager, I created sections within the project management system to organize which tasks each department worked on. I used my calendar to compartmentalize my time between client calls and work on administrative tasks, which I added to the project management system as well. I plan to use the same setup in my next job so I know when multiple deadlines occur and know the measures to take to mitigate risk."

**4. Can you discuss a time where you had to manage your team through a difficult situation?**

An interviewer asks you this question to understand your leadership skills. Explain a scenario where you had to take full ownership of a team and communicate why your judgment makes you a qualified candidate for the position.

Example: "I worked for a web development company, and our team needed to complete the design for a client's website by the end of the month. The UX designer and the senior web developer disagreed on the final changes to the landing page. Our team fell one week behind on the project. I scheduled a meeting the next day, and they both came to an agreement on the design and we delivered it to the client on time. Addressing problems quickly is an important part of being a manager, and I think I can use my judgment from this situation to excel in this role."

**5. Explain your largest failure at work. How did you learn from this experience?**

Explaining large failure and key learnings display your resiliency in the workplace. Use an example that underscores your ability to learn on the job and excel after a setback.

Example: "I failed to hit my sales targets for two months in a row. My manager informed me following the second month, and I began a development plan to improve my performance. I worked with my manager on a strategy to make a set number of cold calls before I finished each day and had two calls with prospective clients per week.

For each week I had calls with prospective clients, each client signed with the company and the total sales increased the company's revenue by 12%. I learned that my commitment to developing my skills can help me overcame setbacks despite the current situation."