# Interview Questions: Job Interview Questions and Answers

**Interview Answer Guide**Increase your chance of being hired With easy to follow answer guide.www.JobInterviewTools.com

Job interviews are always stressful - even for job seekers who have gone on countless interviews. The best way to reduce the stress is to be prepared. Take the time to review the "standard" interview questions you will most likely be asked. Also review sample answers to these typical interview questions.

Then take the time to research the company. That way you'll be ready with knowledgeable answers for the job interview questions that specifically relate to the company you are interviewing with.

### **Interview Questions: Work History**

- Name of company, position title and description, dates of employment. Best Answers
- What were your expectations for the job and to what extent were they met? Best Answers
- What were your starting and final levels of compensation? Best Answers
- What were your responsibilities? Best Answers
- What major challenges and problems did you face? How did you handle them? Best Answers
- What have you learned from your mistakes? Best Answers
- What did you like or dislike about your previous job? Best Answers
- Which was most / least rewarding? Best Answers
- What was the biggest accomplishment / failure in this position? Best Answers
- Questions about your supervisors and co-workers. Best Answers
- What was it like working for your supervisor? Best Answers
- What do you expect from a supervisor? Best Answers
- What problems have you encountered at work? Best Answers
- Have you ever had difficulty working with a manager? Best Answers
- Who was your best boss and who was the worst? Best Answers
- Why are you leaving your job? Best Answers

- Why did you resign? Best Answers
- Why did you quit your job? Best Answers
- What have you been doing since your last job? Best Answers
- Why were you fired? Best Answers

#### Job Interview Questions About You

- What is your greatest weakness? Best Answers
- What is your greatest strength? Best Answers
- How will your greatest strength help you perform? Best Answers
- How would you describe yourself? Best Answers
- Describe a typical work week. Best Answers
- Describe your work style. Best Answers
- Do you take work home with you? Best Answers
- How many hours do you normally work? Best Answers
- How would you describe the pace at which you work? Best Answers
- How do you handle stress and pressure? Best Answers
- What motivates you? Best Answers
- Are you a self motivator? Best Answers
- What are your salary expectations? Best Answers
- What do you find are the most difficult decisions to make? Best Answers
- Tell me about yourself. Best Answers
- What has been the greatest disappointment in your life? Best Answers
- What are you passionate about? Best Answers
- What are your pet peeves? Best Answers
- What do people most often criticize about you? Best Answers
- When was the last time you were angry? What happened? Best Answers
- If you could relive the last 10 years of your life, what would you do differently? Best Answers
- If the people who know you were asked why you should be hired, what would they say? Best Answers
- Do you prefer to work independently or on a team? Best Answers
- Give some examples of teamwork. Best Answers
- More teamwork interview questions. Best Answers

- What type of work environment do you prefer? Best Answers
- How do you evaluate success? Best Answers
- If you know your boss is 100% wrong about something how would you handle it? Best Answers
- Describe a difficult work situation / project and how you overcame it. Best Answers
- Describe a time when your workload was heavy and how you handled it. Best Answers
- More job interview questions about your abilities. Best Answers
- More job interview questions about you. Best Answers

### Job Interview Questions About the New Job and the Company

- What interests you about this job? Best Answers
- Why do you want this job? Best Answers
- What applicable attributes / experience do you have? Best Answers
- Are you overqualified for this job? Best Answers
- What can you do for this company? Best Answers
- Why should we hire you? Best Answers
- Why are you the best person for the job? Best Answers
- What do you know about this company? Best Answers
- Why do you want to work here? Best Answers
- What challenges are you looking for in a position? Best Answers
- What can you contribute to this company? Best Answers
- Are you willing to travel? Best Answers
- What is good customer service? Best Answers
- How long do you expect to remain employed with this company? Best Answers
- Is there anything I haven't told you about the job or company that you would like to know? Best Answers

# **Interview Questions: The Future**

- What are you looking for in your next job? What is important to you? Best Answers
- What are your goals for the next five years / ten years? Best Answers

- How do you plan to achieve those goals? Best Answers
- What are your salary requirements both short-term and long-term? Best Answers
- Questions about your career goals. Best Answers
- What will you do if you don't get this position? Best Answers

## **Candidate Specific Job Interview Questions**

- Administrative Assistant Interview Questions
- Call Center Interview Questions
- College Student / Graduate Job Interview Questions
- Customer Service / Retail Interview Questions
- Entry Level Interview Questions
- Manager Interview Questions
- Nurse Interview Questions
- Part Time Job Interview Questions
- Phone Job Interview Questions
- Sales Interview Questions
- Teen Job Interview Questions
- Temporary Job Interview Questions

### **Behavioral Interview Questions**

In addition to being ready to answer these standard questions, prepare for behavior based interview questions. This is based on the premise that a candidate's past performance is the best predictor of future performance. You will need to be prepared to provide detailed responses including specific examples of your work experiences. Review examples of behavioral interview questions.

## **Tough Interview Questions**

These are some of the more difficult interview questions that you may be asked on a job interview.

### **Interview Questions to Ask**

The last job interview question you may be asked is "What can I answer for you?" Have an interview question or two of your own ready to ask. You aren't simply trying to get

this job - you are also interviewing the employer to assess whether this company and the position are a good fit for you.

#### **Compile Responses to Interview Questions**

Take the time to compile a list of responses to all types of interview questions and to itemize your skills, values, and interests as well as your strengths and weaknesses. Emphasize what you can do to benefit the company rather than just what you are interested in.

#### Add an Interview Question

Have you been asked an interview question that isn't on the list? Share the questions you have been asked on job interviews and add them to our list.

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It's your turn! As the interview comes to a close, one of the final questions you may be asked is "What can I answer for you?" Have interview questions of your own ready to ask. You aren't simply trying to get this job - you are also interviewing the employer to assess whether this company and the position are a good fit for you.

Here are questions to ask the interviewer so you can ensure the company is a good match for your qualifications and interests.

### **Interview Questions to Ask the Employer**

- How would you describe the responsibilities of the position?
- How would you describe a typical week/day in this position?
- Is this a new position? If not, what did the previous employee go on to do?
- What is the company's management style?
- Who does this position report to? If I am offered the position, can I meet him/her?
- How many people work in this office/department?
- How much travel is expected?
- Is relocation a possibility?
- What is the typical work week? Is overtime expected?

- What are the prospects for growth and advancement?
- How does one advance in the company?
- Are there any examples?
- What do you like about working here?
- What don't you like about working here and what would you change?
- Would you like a list of references?
- If I am extended a job offer, how soon would you like me to start?
- What can I tell you about my qualifications?
- When can I expect to hear from you?
- Are there any other questions I can answer for you?

#### **Interview Questions NOT to Ask**

- What does this company do? (Do your research ahead of time!)
- If I get the job when can I take time off for vacation? (Wait until you get the offer to mention prior commitments)
- Can I change my schedule if I get the job? (If you need to figure out the logistics of getting to work don't mention it now...)
- Did I get the job? (Don't be impatient. They'll let you know.)

### **More Questions to Ask Employers**

More interview questions to ask employers about the job, the company and the hiring process.

### **Share Your Interview Questions**

How would you answer this question? Read more answers and share your best Questions to Ask the Interviewer.

#### **Interview Resources**

- Interview Question and Answer Samples
- Phone Interview Questions to Ask
- Behavioral Interviews
- How to Interview
- Interview Tips
- What to Wear on an Interview

• What Not to Do on an Interview