**“Why should I hire you?”  
\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

* I have a unique combination of \_\_\_\_ and \_\_\_\_, which means I’ll be able to \_\_\_\_.
* I excel in the kind of \_\_\_\_ working environment you’ve built here.
* I’m known among my coworkers as a great \_\_\_\_.
* \_\_\_\_\_ has always come easily to me / I’m particularly good at \_\_\_\_.
* I can see myself continually growing and developing my skills and knowledge to become even more valuable to the company in the coming years.
* This is my dream job. Someone else might have better credentials, but within a few months, I’ll have those same credentials, plus the passion those others lack.

I have the desired skills and expertise which means that I will be able to excel in the kind of requirements you mentioned. I am known among my coworkers as the job accomplisher. I am particularly good at solving complex problems which require subtle understanding of technology or business. I see myself growing continuously by keeping myself with up with technologies and learning more to become even more valuable to the company in coming years.

**“Tell me about yourself.”  
\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**What they really want to know:** How you developed the skills and qualifications you expressed on your resume, and how well you can articulate your value as a potential employee.  
  
**DO talk about:** Work history, skills, education (if you’re a recent graduate), areas of expertise, qualities that make you successful on the job, a passion you might have for the job or your  chosen profession, and other details that help support your candidacy or likability (e.g., volunteer work, community involvement, people, or experiences you have in common with the interviewer).  
  
**DON’T talk about:** Your childhood, age, marital status, family, politics, religion, lifestyle, unrelated hobbies, health problems, financial troubles, or any other detail that doesn’t support your qualifications for the job. You might share some personal details later, but for this question, keep the focus on your traits *as an employee*, not as a parent, stamp collector, or migraine sufferer.  
  
**A good answer to this question might include one or more phrases such as:**

* When I found out about this opening via \_\_\_\_, I knew I had to apply. I know and respect your company, and my background seems exceptionally well suited to this role.
* I’ve been in the \_\_\_\_ field for \_\_\_\_ years, and I still enjoy the challenges it brings.
* I began my career as a \_\_\_\_ [job title] with \_\_\_\_ [company name/description] and since then I’ve developed expertise in \_\_\_\_\_, which I think will be very helpful in this role.
* Some of my major accomplishments include \_\_\_\_, \_\_\_\_, and \_\_\_\_, and if we determine I’m a good fit for this role, I’m sure I could achieve similar or better results for you.
* I’ve had a strong interest in this field for a long time. I’ve done a lot of research and learned as much as I can about it, and I’m eager to start contributing. I think my \_\_\_\_ skills could be particularly valuable to your team.
* After studying \_\_\_\_, I knew I wanted to go into the \_\_\_\_ field.
* I believe you know my friend and former colleague\_\_\_\_, who referred me.
* Outside of work, I like to stay involved in my community, so I volunteer at \_\_\_\_, and I’m always grateful for the chance to … [relax with a book, hop on my bike, hit the beach, spend time with friends and family, etc.]

**“Why do you want to work here?”  
\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**What they really want to know:** How much you know about the business, and whether you truly understand and want *this* job at *this* company.  
  
**DO talk about:** The employer’s good reputation, their product or service quality, business successes, corporate mission, community involvement, growth, or unique qualities.  
  
**DON’T talk about:** The short commute, the fact that you really need the benefits, that you're hoping to learn the skills to start your own business, or that you're desperate for a job—*any* job.  
  
**A good answer to this question might include one or more phrases such as:**

* I like the fact that you’re involved in \_\_\_\_ [a particular trend or product or service line], because that seems to be the way this industry is heading.
* You’re #1 in the business, and I love the challenge and incentive of finding new ways to build on past successes. —OR— You’re not #1 yet, which provides an exciting challenge and incentive to work harder and be more innovative to surpass the competition.
* I respect your mission.
* I share your commitment to \_\_\_\_.
* Your record of \_\_\_\_ is impressive.