**Interview questions**

1. **Could you tell me about yourself?**

*This is a common question but DON’T tell the interviewer your life history.*

*Focus on giving a brief explanation of the experiences that qualify you for the job in no more than two minutes.*

*Use your past experiences (work/activities) to show your personality and the qualities/ characteristics you have that make you perfect for the job.*

*What did the experience teach you? How does it highlight your abilities?*

* *Describe a skill*
* *Give an example of how you have used the skill*
* *Describe the results*
* *Tell how you could use the skill for positive results on the job you are seeking.*

1. **What are your major strengths?**
2. **What are your major weaknesses?**
3. **What are your hobbies/interests?**
4. **Do you work well with a team? (example)**
5. **Can you work on your own initiative? (example)**
6. **What are your career goals/ plans?**
7. **Where do you want to be in 5/10 years?**
8. **What things are most important to you in a work situation?**
9. **What would be your dream job and why?**
10. **What sort of pay do you expect to receive?**
11. **What will your former employers (or references) say about you?**
12. **Do you have any questions?**

**Behavioural Questions**

Many employers use behavioural interview questions. These questions ask you to describe what you did in certain situations. The idea behind behavioural questions is that your past behaviour is a good predictor of your future behaviour. Here are some sample behavioural interview questions:

1. **Tell me about a time when you experienced a very stressful situation at work. What did you do to handle it?**
2. **Tell me about a time when you had to solve a substantial problem at work.**
3. **Give me an example of a project you completed that required good planning.**
4. **Tell me about a time when you had far too many things to do, and what you did about it**
5. **Tell me about a time you had to work as a team.**
6. **Tell me about a time you had to use your creativity to solve a problem.**
7. **Tell me about a time when you experienced conflict with a colleague and how you handled that situation.**