

Why do you want this job?

- This is not only a fine opportunity, but this company is a place where my qualifications can make a difference. As a finance executive well versed in the new stock options law, I see this position as made to order. It contains the challenge to keep me on my toes. That's the kind of job I like to anticipate every morning.
- I want this job because it seems tailored to my competencies, which include sales and marketing. As I said earlier, in a previous position I created an annual growth rate of 22 percent in a flat industry. Additionally, the team I would work with looks terrific.
- I well understand that this is a company on the way up. Your Web site says the launch of several new products is imminent. I want be a part of this business as it grows.
- Having worked through a college business major building decks and porches for neighbors, this entry-level job for the area's most respected home builder has my name on it.
- As a dedicated technician, I like doing essential research. Being part of a breakthrough team is an experience I'd love to repeat.
- This job is a good fit for what I've been interested in throughout my career. It offers a nice mix of short- and long-term activities. My short-term achievements keep me cranked up and the long-term accomplishments make me feel like a billion bucks.
- I want this job selling theater tickets because I'd be good at it. I'm good at speaking to people and handling cash. I would like a job with regular hours and I'm always on time.
- Although some companies are replacing Americans with imported low-wage workers, you are standing tall. This company's successful strategies, good reputation and values make it heads and shoulders above its competition.
- I'd fit right in as a counter clerk in your fine drycleaners. I have observed that the counter clerk position requires competence at handling several activities in quick order -- customer service, payments, bagging and phones. I like multitasking and, as a homemaker, I have a lot of practice in keeping all the balls in the air.
- The work I find most stimulating allows me to use both my creative and research skills. The buzz on this company is that it rewards people who deliver solutions to substantial problems.

What are your goals for the future?

- My long-term goals involve growing with a company where I can continue to learn, take on additional responsibilities, and contribute as much of value as I can.
- I see myself as a top performing employee in a well-established organization, like this one. I plan on enhancing my skills and continuing my involvement in (related) professional associations.
- Once I gain additional experience, I would like to move on from a technical position to management.
- In the XYZ Corporation, what is a typical career path for someone with my skills and experiences?

Why should we hire you?

The best way to respond is to give concrete examples of why your skills and accomplishments make you the best candidate for the job. Take a few moments to compare the job description

with your abilities, as well as mentioning what you have accomplished in your other positions. Be positive and reiterate your interest in the company and the position.

Break the Tradition. Stop the Cliche.

I know answers that you will expect from me. That I am best or I am willing to learn. I just want to be different and confident at the same time. So my answer will be: Why shouldn't you?

—Guest Tristan Noel

My Passion

You should hire me because I know I can be great in this job, this is my passion and have a piece in my heart. For me to follow my dreams and most of all I want my parents to be proud of me and give back for all the hard work they do for me to be able to finish my study.

—Guest lia

You'll Regret It if You Don't

I am not the perfect person but i will do the best I can to get the job done better than you expected. If you don't hire me then you will regret it because you lost the opportunity to be proud of my abilities at work.

—Guest mary

No Experience

Although I have no experience I feel like you should hire me because I am willing to learn and I'm serious about learning. Secondly, I am very creative and interactive which describe my leadership and team working capabilities. Last but not least, I learn very quickly and adjust to how things are done.

—Guest jasmine

I am the Best

You should hire me because I am the best. I am reliable. I will do the task given to me to the best of my ability. I am not afraid to learn new things to further develop my ability and skills.

—Guest daneth

Differentiate

Any one of the people that you are interviewing for this position can do the job. What I bring is the desire to do it to the best of my ability, and the ability to do it extremely well. I have four brothers and sisters. My elder brother and sister are retired- both millionaires before they were 40 who started from zero. My younger sister is earning \$150,000 a year and has been promoted four times in the last three years, my younger brother just started his first full time job 6 months ago, and I have just heard that he has been selected as outstanding performer of the quarter from a field of 500 staff. Now, whether you believe in nature or nurture, you have very reason to believe that I am of the same stock. I have a strong desire to excel, and I believe that you are seeking excellence.

—Guest Mark

Give Customers What They Need

Because I believe in my skills and ability are more than sufficient to handle the demands and needs of the customers.

—Guest sombrino,junie

Better Future

Because first of all I believe that this job is suitable for me, second is because I know that this job can help me to ensure myself a better future and lastly is because I need this job to help not only myself but all of the people who trusts my ability, including my family.

—Guest Guest Mark

Good Reasons to Hire

You should hire me because I have 5 years experience and I am expert in my field. I am very hard working, active, patient, self confident and honest. Most of all I want a new challenge in my life to strengthen and improve my skills.

—Guest Donald

I'm the One

I think you should hire me because I possess all the necessary qualities that is required by the job. I know that there are other candidates who may also have ability to do the job but the one thing that differentiates me from them is "passion of excellence and interpersonal skills" besides the details in my resume. I believe in character, vision, values and action.

—Guest Rouf Allaie

Ambition

I always ensure that I get a job done, I learn very quickly and adjust to how things are done. I am very creative and interactive which describe my leadership and team working capabilities.

—Guest Phindile Khoza

Straightforward Answer

I want to be the best there ever was. I will keep this company moving forward.

—Guest Alfredo

Lack Experience But Eager to Learn

I know that I lack experience but I am eager to learn new things and I am interested in new technology. I am a self motivated person, and I do not lack self confidence. I have good communication skills and I am able to perform well with a team.

—Guest sonal

Personal Assistant

I am reliable, dependable and hard working. I have experience and training. I am good with people and wliing to learn and try new things. I love working with people and helping to fulfill their potential.

—Guest Eibhilin

Easy Answer

You should hire me because I have 5 years experience and I am expert in my field. I am very hard working, active, patient, self confident honest. Most of all i want a new challenge in my life to strengthen and improve my skills.

—Guest nievil

What are your goals for the future?

- I plan on gaining additional skills by taking related classes and continuing my involvement with a variety of professional associations.

- I noticed that XYZ company (the company you are interviewing with) provides in-house training for employees and I would certainly be interested in taking classes that would be relevant.
- I will continue my professional development by participating in conferences, attending seminars, and continuing my education.

How Will Your Greatest Strength Help You Perform?

- My greatest strength is my ability to work with many different people. I enjoy learning from everyone I meet, and in this position I believe that will enhance my ability to perform on the team.
- My greatest strength is my ability to focus on my work. I'm not easily distracted, and this means that my performance is very high, even in a busy office like this one.
- My greatest strength is my ability to focus on the job at hand. I'm not easily distracted from the big picture.
- My organizational skills are my greatest strength. I'm capable of keeping many projects on track at the same time.

What are the Most Difficult Decisions to Make?

Give concrete examples of difficult situations that actually happened at work. Then discuss what you did to solve the problem. Keep your answers positive ("Even though it was difficult when Jane Doe quit without notice, we were able to rearrange the department workload to cover the position until a replacement was hired.") and be specific. Itemize what you did and how you did it.

The best way to prepare for questions where you will need to recall events and actions is to refresh your memory and consider some special situations you have dealt with or projects you have worked on. You can use them to help frame responses. Prepare stories that illustrate times when you have successfully solved a difficult situation.

How do you evaluate success?

I evaluate success in different ways. At work, it is meeting the goals set by my supervisors and my fellow workers. It is my understanding, from talking to other employees, that the GGR company is recognized for not only rewarding success, but giving employees opportunity to grow as well. After work, I enjoy playing softball, so success on the field is catching the winning pop-up.

+++++++

Job interviews can be harrowing experiences. You may feel butterflies in your stomach before you even walk through the interview room door, and you may find the suave replies you imagined yourself making have tangled on your tongue, and the first word of every answer you give is "um." It can happen to anyone—and probably has happened to everyone at least once.

The secret to making a good interview is preparation. Reassess yourself and your reasons for applying for the position and the company. Once this is clear to you, stick to your guns. While interview styles may differ per company (and per interviewer), there are a few questions that are more or less standard job interview fare.

FN has collected ten basic interview questions you're likely to face and offers you advice on how to approach each.

Tell me about yourself.

This is normally one of the first, if not the very first, questions an interviewer will ask you. This is your chance to sell yourself. More likely than not, the interviewer has had a chance to review your resume and application form, so try to avoid giving information already indicated in it; however, you may want to highlight certain points you feel are applicable to the position you're applying for, and then elaborate. You can also mention other related experiences: for example you're applying for a sales position, you may want to mention how you enjoyed a sales and marketing class you took, in which you had to sell various products.

What made you decide to apply for this position/company?

This question can be tricky, and should teach you to listen carefully to the question being asked. While running down the list of reasons you're suited the position may get a good point across and can help the interviewer assess whether you qualify for the position, it isn't exactly what they were looking for. Your interviewer wants to determine the reason/s you want the job in order to determine whether you are the right person for it. Being capable of doing the job and wanting it are different things, and these factors can affect your performance and how long you will stay in the company.

The best way to answer this question is to express how your relevant competencies and interests meet to make you ideal and motivated for the position.

Before applying for a position, or going to a job interview, do some research about the position and the company you're applying for; this means going beyond reading the ad or job description. While responsibilities may vary in different companies, most jobs generally have similar overviews. This way, you won't be like a soldier heading into battle without a gun. It's best to match your skills to the skills required to fill a certain position. You may also want to briefly describe how and at which points your values and the company's align.

What are your career plans?

When discussing your career, remember that it is your chosen profession or occupation and not merely a job. Also, at this point, it is assumed that you already have at least an idea of the direction you want to take with your professional life. Telling an interviewer your plans for your career is "to find a job" is pretty obvious since you're at a job interview; it's also annoying and is really not answering the question—and it's a far more common answer than you might think.

Focus more on your professional goals: Do you see yourself in the same company several years down the road? Do you see this as a stepping stone toward other things, or do you plan to stay in this field or industry? Do you want to pursue further studies? If so, how does this fit into your work schedule? Do you see yourself working abroad?

You should also give at least an idea of the timeline you set for yourself. For example, when do you plan to pursue your MA or MBA? Or when do you plan to look into pursuing employment opportunities abroad, within the next two years or so?

Giving the interviewer an idea of your goals will tell them more about you—if you are dedicated to the career you are setting yourself up for and the potential for career growth, whether upward or laterally. Also, in being clear about what you expect to achieve, the interviewer may better determine if the company will be able to satisfy your professional needs, therefore leading to a better assessment of whether you will fit the position you are applying for on a more subjective level.

What are your strengths and weaknesses?

Strengths are skills or values you feel are an asset. Rather than just listing these down, be more specific. Values are relative, therefore tricky. You can be patient, but patient to what extent and in what context? Are you able to endure instructing someone who can't seem to understand you, or are you uncomplaining of people who are late? You can also give brief examples to be better understood.

Weaknesses are skills or values you feel can be a liability and need to improve on. Since these may seem like points against you, turn the negative into a positive. Give weaknesses that, when looking on the bright side, can also be a strength, and highlight that fact. You can also give a weakness that you've created alternative solutions to or are currently working to correct. This article on About.com has some great suggestions and examples.

Never refuse to answer these questions or give vague and non-committal answers since this will give the impression that you either do not know yourself well or are not confident enough in your abilities to recognize what you're best at and what you need to work on.

What is your expected salary?

In most cases, especially if you are a fresh grad or are applying for a job in a new industry, you might be clueless as to the standard rates in your industry. Unlike job descriptions, this may not be as easy to research since this may be based on a number of factors. Try to do some research on similar positions in the same company and other companies in the same industry.

Be realistic. If you're applying for an entry level position, don't assume you'll receive a salary significantly over minimum wage. If you're really unsure, consider how much you need, because at the very least, you should be able to afford to support yourself with any job. Although you may not want to name your price, an interviewer may ask for it point blank. In this case, you should give your higher salary expectation (as long as this is not unreasonably high—a distinction you may need some trial and error to make) but add that this is negotiable. Try not to give your "last price" because this is almost always what the company will take.

If you have work experience, in most cases, it's fairly reasonable to expect a salary no lower than your last—indeed, you should start out by asking for more, especially because you'll be leaving your present job for the one you're applying for (and you may not be able to return if things don't go well). You want to make the move worth your while. Which brings us to the next frequently asked question.

Are you willing to do overtime?

People argue that this can be a difficult question to answer, because you obviously can't say no, and saying yes may appear as an invitation for the company to exploit you. But if you think about it, you're bound to do overtime at one point or another. Also, depending on the nature of the work, overtime may be inapplicable because the work itself involves rendering long hours. Moreover, if you're applying for a managerial position or a position that is focused more on projects than operations, note that there may be no overtime pay, and overtime may simply be a given.

If you do not feel comfortable saying yes outright, you can sidestep by expressing your agreement or determination to deliver what is asked or needed of you. This has the additional benefit of showing you as being goal-driven rather than a clock-watcher.

What motivates you?

The question of motivation is one of the easier questions the interviewer asks to get a better idea of your values and personality and therefore assess whether these coincide with the company culture and nature of the position you're applying for. Be honest, but make sure that this is relevant to the job and company you're interviewing for. A safe response is to say that you're spurred on by challenges to learn and continuously improve yourself. This article on [About.com](#) has more suggestions on how you may want to phrase your answer to this question.

What do you look for in an employer?

This is another rather easy question that measures suitability; however, in this case, it assesses your compatibility to the environment. In the same way, you are being assessed on whether

you meet the company's needs and expectations; it will also be determined whether the company meets yours. This is important because it would be a waste of your time and the company's time to continue with the process if eventually you realize you will not be able to get what you need from them. Be clear but realistic about your expectations.

While it is easier said than done, the best way to handle a job interview is to be as relaxed as you can manage. Make sure you understand the questions clearly before answering, since it is better to give a well thought out answer rather than a quick and messy monologue. Don't panic if the interviewers look bored or even yawn, especially if this is your first or preliminary interview; remember that you're probably one in a long line of people they're interviewing that day. And if things don't turn out well, it's no big deal; there will be other opportunities.