

# **ENTRY-LEVEL JOB**

## **INTERVIEW QUESTIONS & ANSWERS!**



**“I actually see myself still working for you, either in the same role, or having gained some sort of advancement to a more senior level.**

I researched your company in detail before the interview, and as I stated earlier, this is a place and a role I can see myself progressing and growing in.

**Providing I am continually helping the team and contributing to the company goals, I plan to still be here as a competent, professional and trusted member of staff.**

I'd even hope to help train up new members of staff when they join the company if you feel my skills are suited to do so.”

# Q. Where do you see yourself in 5 years?

**TIP** – This question is **guaranteed to come up** during your entry-level job interview. Training somebody up in a new role can take **time, effort and resources**, so the interviewer wants to be sure you are going to stick around. They also want to see how enthusiastic you are, and what your **career plans** are.

**Here's a great way to answer it!**

**Q. Describe a situation when you had a disagreement with someone?**

**"I was part of a team during a work experience placement discussing the launch of a new company product. One of the team members was adamant the best way to promote the new product was by way of handing out flyers and leaflets in the local community.**

However, I disagreed, and I suggested we should try online advertisement via Facebook as this would enable us to target people in the local area by age and interests, allowing us to reach our preferred target audience.

**A bit of a disagreement started between us and after going backwards and forwards a few times I decided to agree with his advertising suggestion for the sake of the business, as there was the potential we'd end up doing nothing if the disagreement continued.**

As it transpired, the flyer and leaflet suggestion did not yield positive results, so we all decided to switch over to online advertising which actually ended up giving us a better return from our investment."

# **Q. Describe a situation when you had a disagreement with someone?**

**TIP** – Most people think this **common entry-level job interview question** is assessing **your ability to debate and ‘win the argument’**... it is not!

The question is **assessing whether you can reach a compromise** and put aside any differences of opinion for the good of the team.

**Q. Give me an example of a time when you worked in a team. What was your role?**

**"During my academic studies, a small group of us decided to arrange a charity 5km fun run to raise money for local good causes. The local newspaper ran a story stating that many local charities were underfunded, and they needed help, so we decided to step in.**

We started off by holding a team briefing where we discussed our goals, how much we wanted to raise, who would do what in the team and what date would be best for the fun run to take place.

**My task within the team was to liaise with the local newspapers to arrange some free publicity and I was also responsible for gaining sponsorship on the day from local businesses.**

We worked together as a team for four weeks solid organizing the event and supporting each other during each task. The fun run went ahead as planned and with more than 30 people taking part, we managed to raise over \$500 for local charities."

# Q. Give me an example of a time when you worked in a team. What was your role?

**TIP** – Think of a *situation when you worked with other people* to achieve a common goal. It is important you work together; you support your teammates and you **successfully achieve your goal**.

**Here's an example answer...**

**Q. What are your strengths? What are your weaknesses?**

**“My strengths include my enthusiasm, my positivity and my determination. I believe you get out of life what you are prepared to put in, so I will be a hard worker and you will never hear me complain.**

Other strengths include good teamworking skills – I understand that for a business to be successful, everyone in the team must act unselfishly and put the needs of the team first. I am a good communicator; I believe I will be good with customers, and I am a fast learner.

**My weakness is the fact I am quite hard on myself and I sometimes worry unnecessarily. Having said that, I am always open to learning, so if you see anything about me you feel I need to change, I will work hard to do so.”**

# **Q. What are your strengths? What are your weaknesses?**

**TIP** – It's **very important** you are **honest** in your response to the weakness's element of the question but be careful not to give a weakness that is a **requirement of the job** you are applying for!

**In your answer, give four or five strengths and just one weakness.**

**Q. Why are you interested in this position?**

**“My career is important to me and I want to start off in a job where there is lots to learn, where I will have the opportunity to take on lots of challenging tasks and where I will have to perform to a consistently high standard to help my team.**

I researched your company quite a bit before the interview, and not only do your customers love your products and services, but people I have spoken to about your business had nothing but positive things to say.

**I am passionate about working in this industry and although this is going to be my first job, I see this as a place I can stay working at for a long period of time whilst continually developing professionally in the position.”**

# Q. Why are you interested in this position?

**TIP** – Most people will **apply for literally scores of jobs** in the hope they will eventually get offered one. Whilst there's **nothing wrong with that**, the hiring manager wants to hear **you have researched the role carefully** and that you have the skills and qualities to carry out your duties to a **high standard**.

**Here's my example answer to help you.**

## **Q. Tell me about yourself?**

**"I am a very positive person who has ambitious plans for the future. I enjoy being around people and I have found over the years that I am most comfortable and happy when I am helping and supporting others and when I feel I am continually growing and developing.**

Although I have little work experience, I am enthusiastic, others have said I am good to be around, and I am somebody who can be left alone to do a job properly and to a high standard.

**If you choose to hire me, one thing I can promise you is I will act as a positive role model for the company, I will treat your customers well and I will make sure I contribute to the team in a positive way so that your business continues to be successful.**

# **Q. Tell me about yourself?**

**TIP** – This is **guaranteed** to be the **first interview question** you will need to answer. Within your response, **cover these 3 things**:

- **What you are like** as a person, including your most appealing **qualities and traits**.
- **What you enjoy doing** from a work perspective.
- **What you will be like** in the position.