




COMMON INTERVIEW QUESTIONS!

THIS IS WHAT I WILL COVER

- ✓ **7 Common Interview Questions that I guarantee will come up.**
- ✓ **What the employer wants to hear in your answers.**
- ✓ **Sample answers to those common questions to help you PASS!**

Common interview question #1

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- A man in a grey suit and red tie is speaking to two people seated at a wooden table. The man is looking towards the woman on the right. The woman has dark hair pulled back and is looking at the man. The man on the left has a beard and is looking down. There are glasses of water and notebooks on the table. A large yellow speech bubble is on the right side of the image.
1. Use **positive keywords** to describe yourself.
 2. Talk about how **your experience is a match** for the job description.
 3. Tell them **what you will do in the role** if they hire you.

“Tell me about yourself?”

Q. Tell me about yourself?

“I am a positive, enthusiastic and confident person who, over the years, has built up lots of experience that I believe is a match for this role.

For example, in my last position I often had to deal with customers whilst following strict customer service standards. I was required to work alone, unsupervised, and as part of a team. And I also had to work under pressure completing different tasks within strict timescales.

I have read the job description for this role and I am one hundred percent confident I can excel within the position. If you hire me, I will get up and running quickly, I will fit into the team seamlessly and I will work consistently to a high standard.”

Common interview question #2

A woman with long brown hair, wearing a blue blazer over a striped shirt, is sitting at a white table in a meeting room. She is smiling and looking towards a group of people whose backs are to the camera. On the table are two glasses of water and a smartphone. In the background, there is a brick wall with a clock and a white shelving unit.

“Why do you want to work for us?”

1. It is important you show you have **carried out some research**.
2. Talk about any **positive news stories** you have seen.
3. Explain how their **values** are a **match** for your own.

Q. Why do you want to work for us?

“Because we spend so much time at work, I carried out lots of research before applying for this job.

Everything pointed to the fact this is a great place to work. I noticed you've recently carried out some charity work in the local community; your current and former employees all speak highly of you, and the products and services you create all very much well-received by your customers.

I am looking for long-term employment with the same company, and having read your company values on your website, they are a clear match for my own. I believe this will be a great place for me to work and somewhere I can continually grow and develop.”

Common interview question #3

“What’s your biggest weakness?”

1. **DO NOT** give a weakness that is a ***match*** for the job.
2. Don't say... “I’m a perfectionist!”
3. Give an **honest weakness** but say how you are **trying to improve**.




Q. What's your biggest weakness?

“That's a good question! I would have to say my biggest weakness is I find it hard saying no to people.

In the past this has resulted on me taking on too much work and I find it hard to get everything done on time.

However, one of my strengths is that I am always seeking to improve and when I don't have the capacity to take on extra work, I am learning to politely say no.”

Common interview question #4

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1. Give **4 strengths** that are ***appealing*** to every hiring manager.
 2. Try and match your **strengths** to the job description.
 3. **Back up your strengths with EVIDENCE!**

What are your greatest strengths?

Q. What are your greatest strengths?

“My greatest strengths include my desire to continually learn and improve in the role I occupy, the fact I am a very fast learner, the way I always complete tasks and projects to a high standard, and my customer service skills.

For example, in my last position, I was praised by my manager because customers would often leave good reviews online after I had served them.

I have read the job description and I feel confident I have the necessary strengths to meet and exceed the expectations of this role.”

Common interview question #5



Where do you see yourself in 5 years?

1. You need to say you will **still be working for their company.**
2. Show some **enthusiasm** and say you will hopefully be working in a **more senior position.**
3. Say you will ***help train up newer members of the team*** when they join!

Q. Where do you see yourself in 5 years?

“I am seeking long term employment with a company that has ambitious plans and where I can grow and develop.

On that basis, I still plan to be here working here for you, either in the same role or perhaps having gained advancement to a more senior level.

I would expect to be a fully respected and reliable member of the team, and I would also take great pleasure in helping train up newer members of the organization as and when they join in similar positions.”

Common interview question #6

Why did you leave your last job?


1. **DO NOT** be negative about you last employer or manager!
2. Be **complimentary about them** and talk about something you achieved.
3. Good reasons to leave include a **fresh challenge where your skills** will be put to better use.

Q. Why did you leave your last job?

“I left for the simple reason I felt I was ready for a new challenge.

I had achieved all I could do in the role, and whilst the company wasn't stagnating, I wanted to work somewhere else where I'd experience new people and new challenges, all whilst working for a company that had exciting and ambitious plans for the future.”

Common interview question #7



1. This really is **your chance to shine!**

2. Talk about **how you will ADD VALUE** in the role.

3. Talk about your **track record.**

Why should we hire you?

Q. Why should we hire you?

“You should hire me for four main reasons, Number one, I have the necessary skills, qualities and experience and that means I can get up and running in the role very quickly.

Number two, I am a great team worker which means I will fit into your team with the minimum of fuss and I will always put the team goals above everything else.

Number three, I am a strong communicator which means I will always treat your customers and clients well – I understand the importance of repeat business and my interpersonal skills will ensure that happens.

Finally, number four, I am commercially aware. I understand that for your business to be successful I must add value in the role to at least the cost of my own salary.”