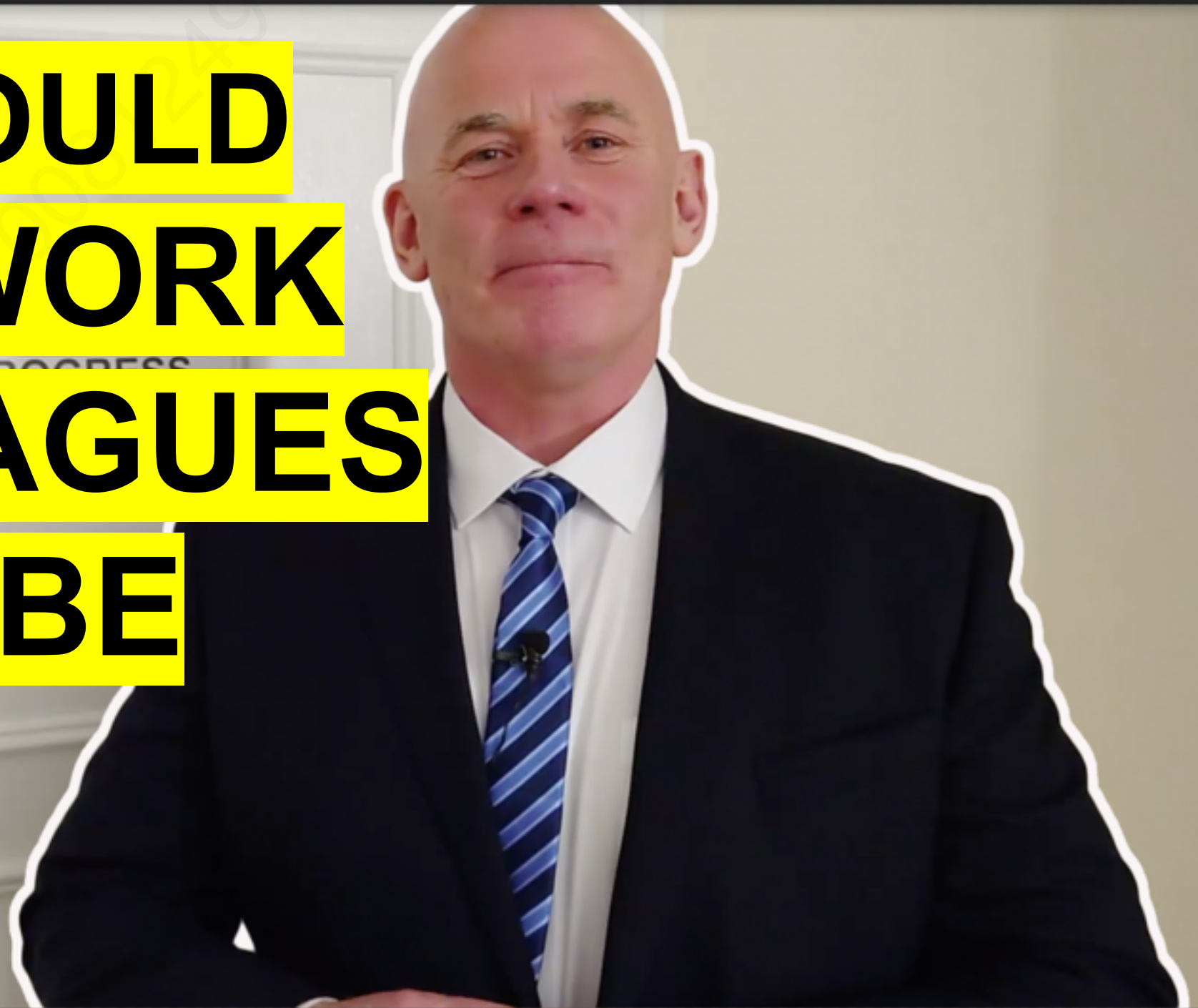


**HOW WOULD  
YOUR WORK  
COLLEAGUES  
DESCRIBE  
YOU?**



**How Would Your Previous Work  
Colleagues Describe You?**

**How Would Your Boss  
Describe You?**

# How Would Your Previous Work Colleagues Describe You?

**#1** The interviewer is *asking you this question* because they want to know you are going to fit into their team quickly!

# How Would Your Previous Work Colleagues Describe You?

**#2** In your answer, give three or four strengths that you are renowned for at work.

# How Would Your Previous Work Colleagues Describe You?

**#3** Explain WHY you think your work colleagues would describe you in the way you have stated.

**“How Would Your Previous Work  
Colleagues Describe You?”**

**SCRIPTED ANSWER...**

## **Q. How Would Your Previous Work Colleagues Describe You?**

**“I believe my work colleagues would describe me as loyal, supportive, hard-working and professional.**

**They would say I am loyal because I always take pride in everything I do for my employer.**

**They would say I am supportive because whenever there have been problems or challenges with a task or a project in the past, I would always step up, make difficult decisions and help my co-workers when they needed assistance.**

**They would say I am hard-working because I always complete my duties quickly and to a high standard.**

**Finally, they would say I am professional because I always act as a positive role model for the organization I am working for.”**



**“How Would Your Boss  
Describe You?”**





# How Would Your Boss Describe You?

**#1**

A boss is more likely to describe you in a **constructive way**, so we need to be careful how we answer this question!

# How Would Your Boss Describe You?

**#2**

If you have had a performance review in the last 12 months, tell the interviewer what your boss said during it.

# How Would Your Boss Describe You?

**#3**

In your answer, give three or four positive things your boss would say about you, and then one area of improvement!

This demonstrates honesty and self-awareness!

**“How Would Your Boss  
Describe You?”**

**SCRIPTED ANSWER...**

## **Q. How Would Your Boss Describe You? (ANSWER OPTION #1)**

**“I believe my boss would describe me as someone who is **COMMERCIALLY AWARE** and who always **ADDS VALUE** to the team.**

They would say I am commercially aware because I understand the importance of doing a great job for the company and going out of my way to please our customers.

**They would describe me as somebody who always adds value to the team because I am vocal during team discussions; I often come up with ideas for helping the business improve and grow, and I will be the first person to volunteer if the company needs someone to work late or help solve a challenging problem.**

If I am honest, my boss would also say I need to stop focusing too much on the detail. We are quite a progressive company and sometimes I've wanted to spend time making sure everything is absolutely perfect instead of moving on to the next task.”

## **Q. How Would Your Boss Describe You? (ANSWER OPTION #2)**

**“My boss would describe me as KNOWLEDGEABLE, HARD-WORKING and someone who is ALWAYS UP FOR A CHALLENGE!**

Whilst I have been with my employer, I have sought to improve my depth of knowledge within the industry year on year, and this has enabled me to contribute more to the team as time has progressed.

**During my last performance review, my boss praised me for my hard-working nature. She knows I am someone who will always do everything to a good standard, and that she has the peace of mind I will get things done on time without question.**

I am always up for a challenge and I don't mind working under pressure. Because of this, my manager would often choose me and other like-minded team members to solve difficult problems within the department as and when they came up."