Interview Guide

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Need a definitive guide to 10 of the most common interview questions? Download our Ultimate Interview Guide.

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WELCOME! 👋

You have taken the first step in your journey towards a new career and I am so proud of you! Read this page first to understand the best ways to use this **Interview Guide**.

A little about me... my name is Sho and I am the founder of Workhap. It is our mission to help people get hired & paid in careers they love! I know from my personal experience in HR & recruitment that the thing stopping most people from their ideal careers is not their lack of skills and experience.

But the fact that they don't have the right knowledge and strategies to stand out & shine in the process. I hope this helps you get on the right track and you go on to land that role you deserve!

WHAT'S INCLUDED INSIDE:

✅ Workhap Interview Framework
✅ 15 Classic Interview Questions
✅ Sample Answer: Tell Me About Yourself

HOW TO USE IT:

1️⃣ Go to "File" and "Make a copy"
2️⃣ Change the title and edit the template accordingly
3️⃣ Save as PDF once finalized!

WANT TO TAKE IT A STEP FURTHER?

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THE WORKHAP FRAMEWORK:

Our Workhap framework for answering interview questions is a simple 1–2–3 formula.

It takes elements from the classic STAR framework and breaks it down into 3 buckets: Paint the Picture, Go into the Details, and Wrap Up.

The best part? You can use this same framework for whatever interview question comes your way.

🎨 Paint the Picture:

This is the introduction to your answer. You want to give the interviewer some context of the story or situation without giving everything away up front. Keep your answers organized and coherent, and make sure you are actually answering the interviewer's question.

🎯 Go into the Details:

This is where you actually tell the story. You add details about what your role was, who was involved, and other details that let the interviewer know what the situation was.

📦 Wrap Up:

This is where you finish your story off strong. It can either be telling the interviewer the impact you made in the story or emphasizing why you are the best candidate for the job. It's very important here to tie your last point back to the role you are actually going for.

15 CLASSIC INTERVIEW QUESTIONS

1. Tell me about yourself.

2. Walk me through your resume.

3. What interests you most about this role?

4. Why are you looking to leave your current company?

5. What are your strengths?

6. What are your weaknesses?

7. What were your responsibilities in your last role?

8. Why should we hire you?

9. Where do you see yourself in 10 years?

10. What questions do you have for me?

11. Why are you interested in working for our company?

12. How did you hear about this position?

13. What's your current salary?

14. What are your salary expectations?

15. When can you start?

SAMPLE ANSWER: TELL ME ABOUT YOURSELF

Everyone will have their own unique story but here's an example using our Workhap framework you can use for inspiration.

🎨 **Paint the Picture:**

Really happy to be here. You know I have always been known as the numbers and Excel guy on my team. I feel like I am at my best when I can take something complex and simplify it using data. I've done that my whole career and that's why I am so excited to talk with you today.

🎯 **Go into the Details:**

In my current role, I lead the Sales Analytics Project, one of the key focuses for ABC company, and have been able to help my team identify key growth opportunities and increase sales revenue by 25%.

Another big win I've had in this role so far is when I developed a predictive model that accurately forecasted customer demand, resulting in a $5M dollars reduction in inventory costs. I saw cost reduction to be a big focus for this new role and I would love to bring that experience here as well.

And prior to that, I was the Lead Data Analyst for CoolTechCo and played a big part in implementing a new data management system where we helped streamline processes and reduce big data errors.

📦 **Wrap Up:**

So in my 5 years of experience, I have been able to develop a great foundation in sales analytics, predictive modeling, and data management skills, and I think they would be a great addition to the team you have here.