SAMPLE BEHAVIORAL INTERVIEWING QUESTIONS

Problem Solving
• Describe a time when you solved a problem and how you came up with solution.
• Give me an example of a time when you used good judgment/logic to solve a problem.

Decision Making
• Tell me about a difficult decision you’ve made in the last year.
• Give an example of a time in which you had to be relatively quick in coming to a decision.

Initiative
• Tell me about a time when you went above and beyond the call of duty in order to get a job done.
• Give me an example of when you showed imitative and took the lead.

Flexibility
• With examples, convince me that you can adapt to a wide variety of people, situations and environments.
• Describe a time when the scope or parameters of what you were working on changed mid-way through.

Communication
• Tell me about a time when you had to use your presentation skills to influence someone’s opinion.
• Describe a situation in which you were able to use persuasion to successfully convince someone to see things your way.

Conflict Management
• Tell me about a time when you had conflict with someone in authority and how you handled it.
• Give an example of when you had to work with someone who was difficult to get along with.

Achievement/Drive
• Give me an example of time when you set a goal and were able to meet or achieve it.
• Tell me about an accomplishment that you were proud of?

Leadership
• Tell me about a situation when you lead a group of people to achieve a goal.
• Tell me about a time when you delegated a project effectively.
SAMPLE BEHAVIORAL INTERVIEWING QUESTIONS
(continued)

Teamwork
• Tell me about an occasion when you worked with a group to complete a project.
• Describe how you were able to successfully contribute to a multi-interdisciplinary team.

Stress Management
• Describe a time when you were faced with a stressful situation that demonstrated your coping skills.
• Tell me about a situation in which you had to deal with a very upset client.

Technical Expertise
• Tell me about a time you were effective in putting your technical expertise to use to solve a problem.
• Describe a time where you were required to use a certain technology that you did not know well.

Attention to Detail
• Tell me about a project you have worked on in which it was necessary to pay attention to the details.
• Give me an example of a time you discovered an error that had been overlooked by a colleague, what did you do?

Business Acumen
• Give me an example of a time when your knowledge of organizational policies, practices, or trends enabled you to be successful.
• Give me a specific example of a time when you had to conform to policy with which you did not agree.

Time Management
• Tell me about a time when you had many things to do and you were required to prioritize your tasks.
• Describe how you prioritize the tasks assigned to you.