



GENERIC INTERVIEW QUESTIONS

Name: _____

Date: _____

1. Walk through your **resume** with me:

2. Tell me about the **most enjoyable** job/task you have had:

3. Tell me about the **most difficult** job/task you have had:

4. What kinds of people are the **hardest** for you to deal/work with:

5. Describe your best friend to me:

PEOPLE * PROCESS * PRODUCTIVITY * PROFIT



11. What qualities enable you to perform successfully in a _____ role:

12. When you get angry / irritated, what does it look like:

13. What motivates you:

14. Do you prefer working with tasks or working with people; differentiate:

15. Describe the type of working environment that you prefer:



16. How do you handle interruptions from your work:

17. How do you handle a heavy workload:

18. What does the word integrity mean to you:

19. What does the word willingness mean to you:

20. What does the word respect mean to you:



21. Describe your PC capabilities:

22. What else would you like me to know:

23. Who should we contact to confirm all of this:

24. Salary / benefits needs: