



Business Development & Sales Candidate Questions

Name: _____

Date: _____

Facilitator Observations (Dress/presence/communication style):

How did you learn about this opportunity?

What have you learned about this company/organization?

What if any impressions do you have of anyone you've met to date from the company/organization?

PEOPLE * PROCESS * PRODUCTIVITY * PROFIT



Share your professional history with me:

Education:

Sales/Management/Industry Specific Training:

Roles/Responsibilities/Results (Book of business/sales volume/commission income/# of clients/accounts managed/success & retention ratios):

Community/Civic/Volunteer Service:

PEOPLE * PROCESS * PRODUCTIVITY * PROFIT



Social/Recreational/Personal Interests:

Describe your worst manager and your best manager:

How would your former sales manager/sales representatives describe you?

What qualities enable you to perform successfully in a sales (or sales management) role?

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

PEOPLE * PROCESS * PRODUCTIVITY * PROFIT



What motivates you?

Describe the sales process:

Tell me how you create new sales opportunities:

In what ways does the sales process give you energy?

**What do you find most challenging personally about the role of sales/
business development?**



Describe a sale or sales relationship, which you created that felt rewarding to you:

Are most buyers more price/cost conscious or relationship/loyalty conscious? Why?

Differentiate between marketing and sales:

What's your favorite sales book or tape? Why?

How do you handle objections to a proposal?



What are some effective questions you have used in a sales situation?

Share your sales goals and goal achievement success with me. Be specific.

What is the most significant personal goal you have set and accomplished and why?

How much money does someone have to earn annually to be considered wealthy?

How many handwritten notes to you write during any given week?



Describe your PC and technology capabilities (Excel, PowerPoint, Word):

What else would you like me to know?

Salary/compensation/expense/ benefits needs: