**Sample Interview Questions**

**Model to Guide Your Answers**

Describe specific situations in which you utilized

requested skills and achieved desired results.

**S = Situation [give the context]**

**T = Task [tell what needed to be done]**

**A = Actions [tell what you did]**

**R = Result [share the impact]**

Share results/impact even if different than what you had hoped;

tell what you learned and what you would do differently.

**Traditional Questions**

* Tell me about yourself .
* Guide me through your resume .
* Why did you choose Krannert?
* What are your strengths/weaknesses?
* What would you like to be doing in five years from now?
* Which of your classes at Krannert would be of most value to this position and why?

**Interpersonal**

*(how you relate to others, ability to separate personalities from problems, conflict resolution)*

* Describe a time when you dealt with a difficult customer . Be specific .
* Tell me about a situation where you did not get along with your supervisor .
* Tell me about a time you had to work to get cooperation between several people . What steps did you take and what was the result?
* Tell me about a time you delegated a project effectively .

**Decision-Making**

*(achieve a win-win outcome, make decisions under pressure or in ambiguous situations)*

* Have you ever recognized a problem before your boss or others in the organization? What did you do?
* Tell me about the time you missed an obvious solution to a problem .
* Tell me about a time you had to make a decision without much information at your disposal .
* Describe a situation where you had to think on your feet to get yourself out of a difficult situation .
* Give an example of a time when you had to deal with frequent organizational changes or unexpected events .

**Personal/Motivational**

*(determine work style, productivity, resourcefulness, integrity, job satisfaction)*

* Describe the type of environment that motivates your productivity .
* Give me an example of a time when something you were working on “slipped through the cracks.”
* If I called your former boss, how would he/she describe you?
* What job factors are important to you and why?
* Tell me about a time you were working on multiple projects that had conflicting deadlines .

**Personal Initiative**

*(self-confidence, good judgment, ability to influence others, commitment, ethics)*

* Describe a situation where you had to take immediate action in a high-pressure situation .
* Tell me about the time you had to go above and beyond the call of duty to get the job done .
* Describe a project in your past position that failed .
* Tell me about a time when you had to influence or persuade someone to do something for you that might have been an inconvenience for him/her .
* Tell me about a time when you were most persuasive in overcoming resistance to your ideas or point of view .

**Teambuilding**

*(employee involvement, team player, characteristics and creation of high-performance teams)*

* What did you do in your last position to contribute toward team success?
* Give me an example of your involvement in a team effort that was less than successful . What could you have done differently to make it more successful?
* Tell me about a time when you had to deal with an unproductive team member . How did you handle the situation and what was the outcome?
* Tell me about a difficult experience you have had while working in a group with diverse team members .

**Leadership**

*(clearly communicating goals and objectives, empowering others, using others’ expertise)*

* Define three qualities of a good leader . Which one do you need to work on most?
* Describe a time when you reprimanded an employee for poor performance .
* Describe your management style in dealing with staff and co-workers .
* Tell me about the leader you most admire and why .