

Possible Questions

We have detailed below some questions that could possibly come up. Perhaps you should think about putting together an effective answer for each.

- What is your greatest achievement... what are you most proud of?
- Are you happy with your career to date?
- Why should I offer this job to you?
- What can you bring to this organisation?
- Name some specific job conditions, tasks or assignments that have been dissatisfying.
- Talk about the last time you disagreed with your boss.
- When was the last time you were angry at work? How did you cope?
- What kind of people do you find it difficult to work with?
- What kinds of pressures have you encountered at work?
- Are you a self-starter? Give examples to demonstrate.
- Describe the biggest challenge you have faced recently and how you resolved it.
- How do you react when decisions or changes are made that you disagree with?
- Describe a situation where you found yourself out of your depth.
- Have you made any decisions that really were not yours to make? If yes, what were they?
- Describe an example of when you had to delegate authority and/or responsibility to someone who did not report directly to you?
- What systems do you use to keep track of things that require your attention?
- What are some responsibilities you have taken on? What unique challenges did you overcome, and how did you accomplish them?

- Have you ever had to discipline or correct a friend on the job? How did you handle it?
- Give an example of when you worked the hardest and felt the greatest sense of achievement.
- What are the biggest decisions you have made in the last year?
- When have you delayed decisions to give yourself more time to think?
- What situations do you find most stressful?
- Where would you like to be in your career in five years?
- How would your colleagues describe you? Your subordinates?
- How do you feel about working long hours/weekends?
- Which part of this role is most/least attractive to you?
- Do you prefer to work alone or in a group?
- What are you looking for in a company?
- Have you received any work-related awards for outstanding performance?
- Have you taken any skills-related courses recently?

As with all interview questions, you should be prepared for the follow up of "why", "how is that manifested", or similar.