

1. Tell me about your current or last job.
2. What are some of the good things and the bad things about this company?
3. Why did you choose to work for this company?
4. Do you think it was the right decision to have made?
5. What attracted you to the industry you work in?
6. Tell me about a typical day at work – beginning to end.
7. What do you like and dislike about your job and why?
8. What do you like and dislike about the industry you work in and why?
9. What are your long-term professional goals?
10. What do you do personally for your professional development?
11. As a professional, what do you see as your role within the company?
12. Describe a situation where you made a mistake. How did you handle the error?
13. Describe an instance, big or small, where you took a different approach in achieving an objective than was the company standard?
14. What skills do you think are most important in being successful in your type of role?
15. Describe a time your company did not deliver on its product or service and how you responded?
16. Describe one or two of the most difficult challenges and/ or rejections you've faced in the past and how you responded?
17. How do you move forward from a rejection?
18. What would you say would be one of the biggest failures or mistakes you have made? What did you learn from this experience?
19. What are some of the challenges you see that are facing this industry?
20. How would those with whom you work now describe you and the work you do?
21. Describe a time you led a group of people, the primary challenges you faced and how you handled them?
22. How would you describe yourself?
23. What specific goals, including those related to your career, have you established for your life?
24. How has your previous experience prepared you for a career with us?
25. Describe the ideal job for you.
26. What will it take to attain your goals, and what steps have you taken toward attaining them?
27. What do you think it takes to be successful in this career?
28. How would you describe yourself in terms of your ability to work as a member of a team?
29. What motivates you?
30. You think your goals set by your boss are unrealistic. You think they are too high. How would you go about tackling this?
31. Do you think things like this are negotiable?
32. You are invited to a social function with colleagues and clients. What sort of things should you think about before going?
33. A colleague behaves inappropriately. How would you handle the situation?
34. You are not happy with a member of the team. They don't take as much time over things that you think they should. How would you handle this?
35. You don't agree with something a client / colleague / boss says. How would you handle this?

36. Your boss is putting a significant amount of pressure on you. They won't take no for an answer. How would you deal with this?
37. How much flexibility do you currently have and are you used to working in this type of environment?
38. There seem to be some errors with different practices in the company. How would you go about dealing with a situation like this?
39. Try as you might you are unable to reach your goals. What do you do?
40. You have seen a colleague behaving inappropriately with someone. What would you do?
41. You think you are being set impossible deadlines. How do you go about prioritising the different tasks you have?
42. You frequently have conflicting priorities. How do you make sure you don't forget to do something?
43. What do you think are the most important skills for someone in your type of role to have and why?
44. Tell me if you have these skills and give me examples to show me that you have them?
45. Where do you think the boundaries lie between your professional life and your personal life?
46. For you, when does the normal working day end?
47. You have real problems understanding exactly what a certain client / boss / colleague is saying because of poor communication skills. How would you deal with this situation?
48. Why did you decide to seek a position in this company?
49. Why should we choose you and not one of the other candidates?
50. What can you offer us that they can't?
51. What do you know about us?
52. Why do you want to work for us?
53. What will be the first thing you will do if you get this job?
54. Where do you see yourself in five year's time?