

INTERVIEW QUESTIONS

Be prepared to answer questions like those that follow below. The best advice I can give is to write out your responses before you interview and know them well.

- What are your long-range and short-range goals and objectives, when and why did you establish these goals, and how are you preparing yourself to achieve them?
- What specific goals, other than those related to your occupation, have you established for yourself for the next 10 years?
- What are your long range career objectives?
- What are the most important rewards you expect in your business career?
- Why did you choose the career for which you are preparing?
- Which is more important to you, the money or the type of job?
- How would you describe yourself?
- What motivates you to put forth your greatest effort?
- How has your college experience prepared you for a business career?
- Why should I hire you?
- What qualifications do you have that make you think you will be successful in business?
- What do you think it takes to be successful in a company like ours?
- How do you determine or evaluate success?
- In what ways do you think you can make a contribution to our company?
- Describe the relationship that should exist between a supervisor and subordinates.
- What two or three accomplishments have given you the most satisfaction? Why?
- Describe your most rewarding college experience.
- If you were hiring a graduate for this position, what qualities would you look for?
- Why did you select your college or university?
- What led you to choose your field of major study?
- If you could do so, how would you plan your academic study differently? Why?
- Do you think that your grades are a good indication of your academic achievement?
- In what kind of work environment are you most comfortable?
- How do you work under pressure?
- How would you describe the ideal job for you following graduation?
- What two or three things are most important to you in your job?
- What criteria are you using to evaluate the company for which you hope to work?
- Will you relocate? Does relocation bother you?
- Are you willing to travel?
- What major problem have you encountered and how did you deal with it?
- What have you learned from your mistakes?
- Do you think your extracurricular activities were worth the time you devoted to them? Why?
- Do you prefer working with others or by yourself?
- Have you ever changed your major field of interest while in college? Why?
- What jobs have you held? How were they obtained and why did you leave?
- Are you primarily interested in making money or do you feel that service to humanity is your prime concern?
- What have you learned from some of the jobs you have held?
- What interests you about our product or service?
- Which of your college years was the most difficult? Why?
- Do you like regular hours?
- What are the disadvantages of your chosen field and degree?
- What are the advantages of your chosen field and degree?
- Do you feel that you have received a good general training?

- Are you seeking employment in a company of a certain size? Why?
- What qualities should a successful manager possess?
- How did you spend your vacations while in school?
- What do you really want to do in life?
- How do you think a friend or professor who knows you well would describe you?
- What changes would you make in your college or university?
- How did you happen to go to college?

And, be prepared to ASK questions, such as...

What would I be expected to accomplish in this position?

What are the greatest challenges in this position?

How do you think I fit the position?

Remember a lack of questions may be mistaken as a lack of interest.

Not letting these kinds of subjects catch you off-guard is a key factor in maintaining your composure during an interview, rehearse these questions and answers in your mind (or even out loud, if you can) in the days before the interview.