

# **Most Common Interview Questions:**

## **1. What are your strengths?**

The consensus is to go for quality, not quantity here. Candidates should give a short list of strengths, and back each one up with examples that illustrate the strength. [The Most Common Interview Questions.docx](#)

## **2. What are your weaknesses?**

Candidates should talk about a real weakness they've been working on improving. For instance, they're not good at public speaking, but they've been taking a course to help them improve. This questions and the question above are two standard interview questions candidates should always be prepared for.

## **3. What were your responsibilities when you worked at job x?**

A good candidate is able to talk in detail about their responsibilities. These should match up to what is expected for the job and even exceed it. The responsibilities should also match what they'll need to perform the job they're applying for.

## **4. Why do you want to work here?**

This is one of the most asked interview questions. Look for an answer that shows they've done research on the company, and are truly excited about specific things they can do on the job. This not only shows enthusiasm for the work and basic preparation skills but gives you clues about the cultural fit.

## **5. How many people were on your team at your last job?**

This is a good interview question for screening people with management positions on their resume. The number of people on their team should match what you would expect for the position.

## **6. Where do you see yourself in five years?**

The candidate should show that they've thought about this question, have plans, and that those plans align with the job and a career path that is

possible at the company. General interview questions like this are still valuable and should always be included in your interview sheet.

**7. What will your previous manager/supervisor say when I ask where you needed to improve?**

A good answer goes in-depth and reflects positively on both their manager and the work they did, and lines up with other information you've been able to gather. This is one of the top 10 interview questions we recommend for all hiring managers. Candidates will often reveal information here they would not reveal if you asked them "What do you need to improve"

**8. Why do you want to leave your current company?**

This is in most hiring managers' top ten interview questions and is also one of the standard interview questions in any solid interview process.

The candidate should focus on the positives about why the job they're applying for offers them better learning or career opportunities, chances for advancement, aligns more closely with their long term goals, or is a better fit for them.

**9. What can you offer us that someone else can not?**

A solid candidate can name specific skills, abilities or understandings they have that apply directly to the job that other candidates are unlikely to have, or that are in short supply.

**10. What do you know about our company?**

Look for an answer that shows they've really done their homework and know what the company does, and they're aware of any important current events that involve the company, and the work culture.

**11. What is your desired salary?**

This is one of the best job interview questions for screening. Look for a number or range that falls within the market rate and matches their level of mastery of skills required to do the job.

## **12. Tell me about yourself.**

Look for an answer that gives the interviewer a glimpse of the candidate's personality, without veering away from providing information that relates to the job. Answers should be positive, and not generic.

## **13. Why do you want this job?**

A good candidate has clear reasons for wanting the job that shows enthusiasm for the work and the position and knowledge of the company and job.

## **14. When did you leave company x?**

This is another of the top interview questions for checking credentials. Check to see the candidate's answer matches what their resume says, without any large, unexplained employment gaps.

## **15. Tell me about a time you faced a conflict while working as part of a team.**

A good candidate answers this [behavioral interview question](#) by naming a specific conflict and can talk constructively about how it was resolved without getting overly negative.

## **16. What's the most difficult problem you have had to solve?**

Look for answers that name a real problem, talk about specific steps taken to resolve it, and any processes developed to ensure that it would be solved more quickly next time, or would not arise again.

## **17. What steps would you take to make an important decision on the job?**

Candidate answers this common [situational interview question](#) with a coherent, step-by-step strategy that makes sense for the position.

**18. What would you do if you were assigned to work with a difficult client?**

A good answer should talk about a specific strategy for handling a tough client without becoming negative.

**19. Tell me about a time you had to relay bad news to a client or colleague.**

A good answer includes the strategy they developed for delivering the bad news and shows the candidate can assess the results and has ideas for improving in the future.

**20. How many other jobs are you applying for?**

This is one of the standard interview questions used in [stress interviews](#). The candidate should be able to stay calm, not get irritated that they're being put on the spot, and answer the question honestly.

