

Behavioural Interview Questions

"Past performance in a similar setting is the best predictor of future performance."

* Situation * Task * Action * Result

Decision Making and Problem Solving

- * Give me an example of a time when you had to be quick in coming to a decision.
- * Give an example of an occasion when you used logic to solve a problem.

Leadership

- * What is the toughest group that you have had to get cooperation from?
- * Have you ever had difficulty getting others to accept your ideas? What was your approach? Did it work?



Motivation

- * Give me an example of a time when you went above and beyond the call of duty.
- * Describe a situation when you were able to have a positive influence on the action of others.
- * Tell me about how you worked effectively under pressure.

Communication

- * Tell me about a situation when you had to speak up (be assertive) in order to get a point across that was important to you.
- * Have you ever had to "sell" an idea to your co-workers/group? How did you do it? Did they "buy" it?

Interpersonal Skills

- * What have you done in the past to contribute toward a teamwork environment?
- * Describe a recent unpopular decision you made and what the result was.
- * Have you handled a difficult situation with a co-worker? How?

Planning and Organization

- * How do you decide what gets top priority when scheduling your time?
- * What do you do when your schedule is suddenly interrupted? Give an example.
- * Give a specific example of a policy you conformed to with which you did not agree.
- * Give me an example of an important goal which you had set in the past and tell me about your success in reaching it.

Suggestions:

- Limit rambling and tangents. While you can't control what is asked, you can control what you say.
- Listen carefully to each question. If you are unsure, rephrase the question and ask for clarification. When you respond, be sure to recall your past accomplishments in detail.
- Practice your behavioral stories using real-life examples. It is very difficult to make up behavioral stories, which is why behavioral interviewing is becoming more popular. By practicing, you will be able to recall with confidence your past accomplishments.