Questions Often Asked During Job Interviews

Interviews involve a question-answer situation where you will be expected to answer many different questions. It is important for you to think before answering questions and then be brief, positive and honest in answering questions. The following are questions which might be asked when applying for various jobs. Practice answering these questions before the actual interview.

1. Tell us about yourself.
2. Where do you go to school? When do you graduate?
3. What did you like most/least in school?
4. What did you like best about the jobs or activities you have performed? What did you like least?
5. At what salary do you expect to start?
6. Describe your training and how you think it has prepared you for this job.
7. What are some of your special abilities? What skills do you possess? What machines can you operate?
8. What personal characteristics do you think are needed to succeed in this job?
9. Is there an area in which you feel you need improvement or additional training to perform in this position?
10. Please describe your employment history. Include dates, wages earned, and reasons for leaving. Also include any volunteer or unpaid activities that contribute to your experience history.
11. May we write or call your last employer?
12. This job requires working one weekend a month. Would you be able to work this type of schedule?
13. How could you contribute to our organization?
14. How do you feel about attendance and being on time for work?
15. When could you start to work?
16. Why do you want this job?
17. What are your hobbies? How do you spend your spare time?
18. How did you determine the need in your community for your product or service?
19. How did you get started financially with your business?
20. How did you determine the cost for your product or service?
21. Is there anything else you would like to tell us about yourself?
22. Do you have any questions you want to ask us?

(Note: Discriminatory questions concerning race, creed, color, national origin, sex, age, veteran status, handicaps, disabilities, and marital status cannot legally be asked during the interview process. Unfortunately, some employers continue to ask such questions. Answer all questions as openly and honestly as possible.)