

Interview Questions Primer

Questions about self and work history

1. Tell me about your professional work history starting from the oldest to the newest job you have had? Describe your company, the scope of your role and responsibility. The interviewer will try and look for career progression, or roles with increasing responsibility.
2. Who did you report to and how many people did you manage? What is the biggest sales budget you ever managed or what was the largest team you ever managed in your career? This question could come up to determine if the candidate has the ability to manage a specific sales target/team based on the requirements of the position.
3. For example, if the person was in sales- could you give me an idea of the geography covered, segment of the market you sold to, revenues you were personally responsible for or revenues you managed.
4. I see in your resume, you "grew revenues by x%", "reduced expenses by x%", "expanded margins by xxx". grew team by xxx. How did you go about getting these results and what was the situation? What has been your biggest accomplishment in this role? Describe.
5. What motivated you to leave xyz company and join zzz? Why are you looking to leave your current employer?
6. If the candidate has changed jobs often, the interviewer will look for credible explanation of reason and what the person managed to achieve in such a short period. If the person stayed at one company for a very long time and in the same role, the interviewer will try and determine if the person did the same thing for the entire period, developed new skills, etc. and ask questions accordingly.
7. During your last review, what kind of feedback/rating did you receive on your performance from your manager, peer, subordinate? What were the areas you did well and what were some of the suggested areas for improvement? If I were to talk to your manager (peer, or subordinate), how would s/he describe you?
8. What is your leadership/management style?
9. Situation question- the interviewer may describe a situation and ask, how or what would you do in such a situation? He is trying to determine your thinking style or problem solving ability or team orientation, or adaptability or agility

Knowledge of the market/industry

- What is your company's position in the marketplace? Who are some of your company's biggest competitors? What are some of the industry trends? What are some of the challenges facing your industry/company? How do you keep up to date on the latest developments in your industry?

Skills

- Interviewer could ask questions about specific technical skills and abilities

Knowledge of the company s/he is interviewing with

1. What do you know about our company and the current challenges we are facing? How can you help us given this situation? What skills and abilities would you bring to the table? If offered this role, how would you go about fulfilling the position in the first 6 months? Why would you like to join our company?
2. Where do you see yourself in the next five to 10 years?

The interviewer could ask:

- What do you like to do in your spare time?

Please review the questions and answer them as you prepare for Saturday. We are praying God's richest blessings for you as you prepare this week!

The Leadership Team