

Behavioral-Based Interview Questions

Service/Agriculture Interview Questions

1. Discuss a specific example of when a new process was introduced in your current/last position. How did you feel?
2. Have you ever observed a process at work, and took it upon yourself to make suggestions to a supervisor to modify/improve it? Explain.
3. Give me an example of a time when there was an additional responsibility added to your existing workload. What did you think? What did you do about it?
4. Tell me about a specific time when you had to communicate with others on completing an assignment. How satisfied were you with the end results?
5. Give me an example of a time when you were asked to communicate successfully a delicate matter with another person, even when that individual may not have personally liked you.
6. Describe a situation in which you proposed a solution to a problem that met or exceeded a customer's expectations.
7. Tell me about a time when you put in extra effort to guarantee the satisfaction of one of your customers.
8. Working with others from diverse backgrounds or cultures can be a challenge. Tell me about a time when you faced a challenge adapting to a person with a different background, view or culture? What happened? What did you do? What was the result?
9. We all have been in situations where people had opinions that were quite different from our own. Tell me about a time when you made an effort to understand another person's perspective and altered your opinion as a result.
10. Give me a specific occasion when you were asked to conform to a policy that you did not agree with.

Information Technology (IT) Interview Questions

1. Give me an example of how you solved a problem at work. Why did it work?
2. Tell me about a time when you experienced a great deal of difficulty solving a problem. What steps did you take to resolve the issue?
3. Tell me about a complex situation where you performed a difficult analysis and made recommendations. What problem-solving model or techniques did you use?
4. Tell me about a time when you recognized a problem before others in your area.
5. In what specific areas of [exact skill/proficiency] do you believe you are up-to-date and current? How did you acquire knowledge in this area? (Probe for work experience and/or quality of work).
6. Even though we try to be an expert in our area of work, it's impossible to know and

understand everything. Tell me about a work-related area that you improved. How?

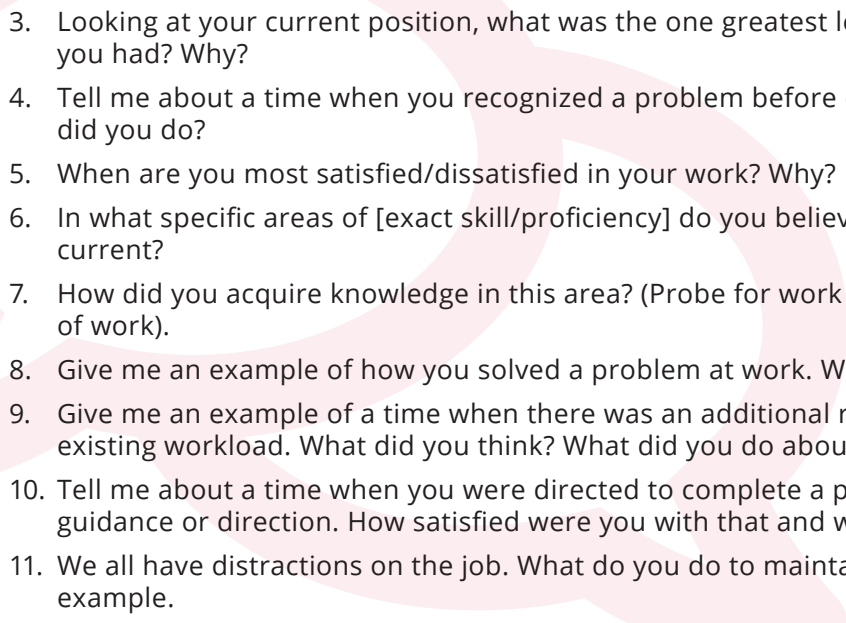
7. Please name two (2) work-related texts, materials, articles, journals, videos, webinars, workshops, etc. that you have read/viewed/participated in the last year. Why did you choose them?
8. Tell me about a time when you were directed to complete a project without much guidance or direction. How satisfied were you with that and why?
9. Tell me about an assignment that you worked on in which there were many obstacles to success. What did you do to overcome those obstacles?
10. Interacting with others can be challenging at times. Have you ever had any difficulty getting along with peers or your staff at work? Tell me about a specific time when this happened. How did you handle the situation?
11. Give an example to describe your process/methodology in learning a new skill, technical task, or subject. What did you do to develop and enhance that skill?
12. Tell me about a project in which you had the lead to research information and prepare a presentation or report of your research. Was it successful? What could have been improved?

Healthcare Interview Questions

1. Interacting with others can be challenging at times. Have you ever had any difficulty getting along with peers or your staff at work? Tell me about a specific time when this happened. How did you handle the situation?
2. Tell me about a time when you put in extra effort to guarantee the satisfaction of one of your customers.
3. Sometimes it is difficult to meet all of the expectations of our customers. Tell me about a time when you were unable to meet all of your customer's expectations. What might you have done differently in this situation to meet those expectations?
4. Tell me about a time when you experienced a great deal of difficulty solving a problem. What steps did you take to resolve the issue?
5. Give me a specific occasion when you were asked to conform to a policy that you did not agree with?
6. Even though we try to be an expert in our area of work, it's impossible to know and understand everything. Tell me about a work-related area that you improved. How?
7. Please name two (2) work-related texts, materials, articles, journals, videos, webinars, workshops, etc. that you have read/viewed in the last year. Why did you choose them?
8. Tell me about a time when you were directed to complete a project without much guidance or direction. How satisfied were you with that and why?
9. We all have distractions on the job. What do you do to maintain focus? Please give an example.

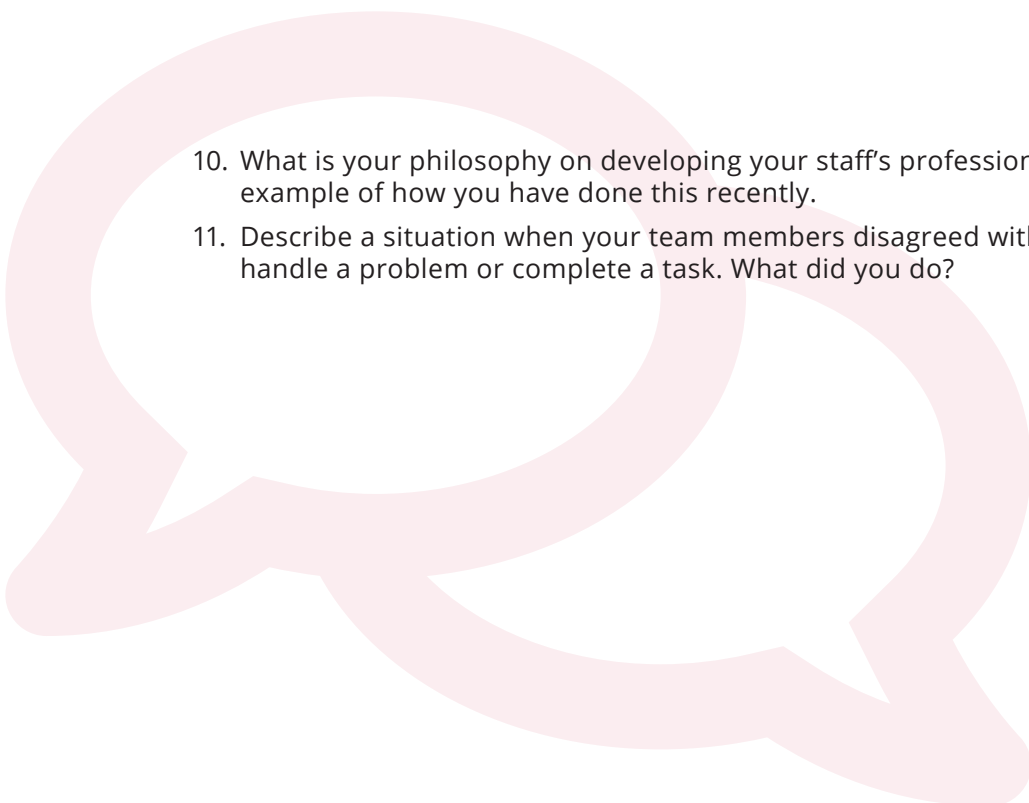
Energy/Manufacturing Interview Questions

1. Describe a situation in which you proposed a solution to a problem that met or exceeded a customer's expectations.
2. What matters most in your work? Why? Give a specific example.

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3. Looking at your current position, what was the one greatest learning experience you had? Why?
 4. Tell me about a time when you recognized a problem before others in your area. What did you do?
 5. When are you most satisfied/dissatisfied in your work? Why?
 6. In what specific areas of [exact skill/proficiency] do you believe you are up-to-date and current?
 7. How did you acquire knowledge in this area? (Probe for work experience and/or quality of work).
 8. Give me an example of how you solved a problem at work. Why did it work?
 9. Give me an example of a time when there was an additional responsibility added to your existing workload. What did you think? What did you do about it?
 10. Tell me about a time when you were directed to complete a project without much guidance or direction. How satisfied were you with that and why?
 11. We all have distractions on the job. What do you do to maintain focus? Please give an example.
 12. Interacting with others can be challenging at times. Have you ever had any difficulty getting along with other team members or peers at work? Tell me about a specific time when this happened. How did you handle the situation?
 13. Give me a specific occasion when you were asked to conform to a policy that you did not agree with.

Management Interview Questions for all Silos/Forums

1. Sometimes it is difficult to keep staff focused and on-track in doing an assignment or project. Discuss an occasion in which you found it difficult to motivate staff. What did you do?
2. Discuss a time when you and your staff were given little time to complete a project or assignment. What did you do?
3. Give a specific example of how you created and implemented a project which your staff followed through. What was your most crucial role?
4. We all have distractions in regard to producing results on the job. What do you do to maintain your staff's focus? Please give an example.
5. Tell me about a time when it was important for you and your team to achieve results on a project. What steps did you take to be sure the results were achieved?
6. Please name two (2) professional, work-related texts, materials, articles, journals, videos, webinars, workshops, etc. that you have read/viewed/participated in the last year. Why did you choose them?
7. Even though we try to be an expert in our area of work, it's impossible to know and understand everything. Tell me an aspect of your work you are still trying to master.
8. We all have strengths and weaknesses. What do you see as your greatest strength or weakness as it relates to your last position and staff? What source(s) did you utilize to improve your weakness?
9. Looking at your current position, what was the one greatest learning experience you had? Why?

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10. What is your philosophy on developing your staff's professional growth? Discuss an example of how you have done this recently.
 11. Describe a situation when your team members disagreed with each other about how to handle a problem or complete a task. What did you do?