

Common Interview Questions

Tell me about yourself.

- This is actually a behavioral-based interview question, the person who asks the questions wants to know about your success with real examples.
- Do not tell your life story. Keep everything relevant to the job and you as a professional.
- Be specific with the skills, qualifications, and experiences you are bringing into the position.
- Suggested format: Start with what you are currently doing (degree, internship, job, etc.), and then discuss what you have done in the past that qualifies you for the job (past work, research experience, leadership experience, volunteering, etc.). End with why you are interested in the position.

What is your greatest strength?

- Highlight a strength that is crucial to the position and one at which you excel.
- Back up your answer with a short anecdote of how you've used or demonstrated that strength previously.
- Don't make claims you can't fulfill or promises you can't keep.

What is your greatest weakness?

- Be honest – everyone has a weakness.
- Don't give an answer that is actually a strength (i.e. I work too hard in my job) or dodge the question.
- Do not state a weakness that is a core qualification for the position.
- Once you've stated your weakness, discuss the steps you've already taken to improve on it and what you'll do in the future to continue working on it.

Other examples of behavioral-based interview questions:

Tell me about a time you had to deal with difficult client or colleague.

Describe a time you had to solve a problem with very little guidance or information.

Your resume says that you know about (insert skill here), tell more about how you use this currently.

Tell me about a time when you set a goal and were able to achieve it.

Give me a specific example that demonstrates your ability to solve problems.

This job requires (insert skill here), how have you already demonstrated success in this area.