



THE CENTER FOR ACADEMIC ADVISING & CAREER ENGAGEMENT

POSSIBLE INTERVIEW QUESTIONS

1. Tell me about yourself?

This question is to show your preparation for the interview. Discuss your professional career or if you are a student, discuss your academic and co-curricular journey. Discuss your skills (that relate to the job description) and give examples. This question is similar to creating an elevator pitch

2. What are your greatest strengths/weaknesses (or a variation of this question)?

Strengths: Provide 3-5 transferable skills that are critical for the particular job you are applying for. When describing those skills, use the STAR method – Situation, Task, Action, Result– and describe an example of where you utilized those skills. **Weakness:** Everyone has weaknesses – but you want to select a weakness ahead of time that is in the past so you can talk about it and how you worked on it so it is no longer a weakness. Whatever weakness you choose, you want to say how you are or have actively worked on that weakness and how you are progressing.

3. What attracted you to this position/career field?

Talk about your reasoning for going into a particular major or career field and try to relate it to what they are looking for in the position. Show your passion for the position and not that you are simply looking for any job.

4. Why do you want to work for this company/What attracted you to this company/Tell me what you know about our company?

Describe your encounters with this particular company, products or services. Describe what about this particular company within the industry is appealing to you-they want to see your genuine interest and that you did research on their company.

5. What are your career goals?

You don't have to give specific job titles, but rather main ideas of skills or opportunities you want within the industry, don't talk about working in another industry or company.

6. What compensation/salary ranges are you looking for/need?

You can turn it back to the interviewer and ask for the salary range for the position, or ahead of time research salary ranges for this type of position at similar companies, you can use salary.com as a resource as well so you have an idea before the interview.

7. What has been your most rewarding accomplishment?

In the story/event you choose, talk about the skills you to have that led to this accomplishment. Make sure it is something that was accomplished because of a significant contribution you made – not just your office or group, and if possible have the skills used for that accomplishment relate to the job you are interviewing for.



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8 What is the toughest challenge you have ever faced?

You want to describe a work-related challenge and then how you were successful in creating a solution to the challenge and how you dealt with the pressure or stress.

9 How will the academic program and coursework you've taken benefit your career?

Be prepared to talk about your coursework, any hands-on work, and your total experience at Concordia University.

10 What is the most significant contribution you made to a company during a past job or internship?

Think of an example of something you did at your internship or job that made a contribution (if it was changing a particular process to be more efficient, a successful program you created or executed).

11 How and why did you select Concordia University?

This question shows the employer how you make decisions. Talk about the most important points of why you chose it- was it the particular major? Mission of the university? Location? Did you visit a number of other campuses and then decide?

12 What is your GPA and how does it reflect your academic abilities?

What is your work ethic? If your GPA is low, be prepared to talk about it. You can discuss your major GPA if that is higher because those are the classes you excel in/have the most interest. If you have a higher GPA you can talk about your time management skills and how your GPA reflects that.

13 Why should I hire you?

Don't rehash your resume – but pick around 2 skills that you would bring to the position – relate them to what they are looking for from the job description. Include why that particular company or what you can do for that company.

14 What qualities does a successful manager possess? / What was your favorite/least favorite supervisor?

You want to list qualities that you like about a supervisor, for example their approachability or their leadership style, and be prepared to provide an example. If they ask about your least favorite supervisor, stick to qualities that made it hard for you to complete your work – do not attack personally or discuss in a negative way.

15 Why did you leave your previous position?

Be honest, but be constructive with your reasoning. If you had problems with a supervisor, discuss qualities that made it hard for you to work there, or if the mission of the company did not fit with your goals or values, describe how they differed.

16 What motivates you to put forth your greatest effort?

Is it environment, supervisor, challenge? Employers want to know so they can determine if that is something they can provide for you.