Common Interview Questions

DO YOU WANT THE JOB?
1. How did you become interested in the _________ industry?
2. Why did you choose to attend Penn State?
3. Why did you decide to major in _________?
4. Describe your most rewarding college experience and why.
5. Where do you see yourself in five years?
6. What is one of the biggest challenges facing the _________ industry today?

CAN YOU DO THE JOB?
7. Tell me a little bit about yourself.
8. What are your greatest strengths? What is your greatest weakness?
9. How has your (relevant experience) helped to prepare you for a career in _________?
10. Two staff members are yelling at each other in the lobby of our office building with customers in ear-shot. As a co-worker walking by and observing this confrontation, what would you do?
11. What qualities do you possess that will make you a successful professional in this field?
12. How would your education/training benefit you in this position?

WILL YOU FIT IN?
13. How would someone who knows you well describe you?
14. Tell me about a conflict you previously had with another person, and how you dealt with that conflict?
15. If you disagreed with something your supervisor asked you to do, what would you do?
16. Tell me about a time when you worked as part of a team. What did you do to contribute to the team?
17. Why is an appreciation of diversity important for an organization to be successful? Can you share any experiences you’ve had working with people different than you?
18. A co-worker comes in your office, closes the door, and begins to talk negatively about someone else that works here. What would you do?

ARE YOU SELF-SUFFICIENT?
19. What was one of your biggest problems you’ve had to overcome? How did you get through it?
20. A customer calls you with a question, and you don’t have the answer. What do you do?
21. What is your approach to time management? Explain your method of managing your time in college and why it has been effective.
22. If you disagreed with a co-worker on how to handle a customer’s concern, what would you do?
23. Do you tend to embrace change, or avoid it? Give me an example of when you dealt with change.
24. Share a time when you coordinated a program or organized a project, and describe the process.