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## Practice Interview Questions:

A good interview with thought-provoking and reflective interview questions allows both the interviewer and the candidate to obtain the information they need to make an excellent employment decision. Your goal as an interviewee is to share specific and relevant stories with sufficient detail to paint a mental picture of yourself as a leader, team member, client relationship manager, problem-solver, analytical thinker, etc.

Take an opportunity to review these sample questions and practice answering them with a friend or colleague:

- ***Tell me about yourself. Walk me through your resume.***  
(Ice-Breaker. These questions are open-ended—usually you'll be asked one or the other. This is your opportunity to provide your 30 second "elevator speech.")
- ***Why are you interested in working for this company? What do you know about this position? What do you expect from this experience?***  
(These questions gauge your personal interest and awareness of the opportunity you have applied for. Do research on the organization's mission, vision, values, goals, products and services to be prepared to answer.)
- ***Describe how you effectively balance your daily workload and other activities you may have going at the same time.***  
(Time Management)
- ***Tell me about a problem you had to solve within the context of a work-related or school project. What steps did you take to gather facts for the project, how did you analyze the information you received, and then how did you use it to decide on a course of action?*** (Problem Solving)
- ***Describe a challenging (or stressful) situation you've experienced and show how you dealt with it. How do you manage stress?*** (Problem Solving and Time Management)
- ***Please tell me about a time when you had to assist someone who was dissatisfied. What did you do to resolve the situation?*** (Customer Service, Relationship Management)



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- ***Tell me about a time when you went out of your way to assist someone or a customer.*** (Customer Service, Relationship Management)
- ***Tell me about a time when you solved a problem for an employer. How did you approach the problem?*** (Problem Solving)
- ***Tell me about a time where you dealt with conflicting priorities.*** (Conflicting Priorities)
- ***What do you consider to be your greatest personal, work-related or school-related accomplishment and what steps did you take to achieve it?*** (Goal setting, Follow-through)
- ***Describe your most successful effort in promoting teamwork within a group and how you motivated others to action.*** (Teamwork)
- ***When a team is working under the pressure of deadlines, personality conflicts may rise to the surface. How do you work with others in stressful circumstances?*** (Teamwork)
- ***How would someone you've worked for or with describe your strengths? What areas would they say need improvement?*** (Strengths, Weaknesses; Self-Awareness, Flexibility, Adaptability)
- ***Describe a situation in which you've shown a great deal of initiative.*** (Work Ethic, Motivation)
- ***Tell me how you've demonstrated leadership at school, work, or in an organization. Who is your favorite leader and why?*** (Leadership)
- ***Tell me about a time when something unexpected happened and how you responded?*** (Problem Solving)
- ***Where do you see yourself in 5 years?*** (Goal-Setting, Motivation, Focus, Drive)
- ***Finally, why should we hire you? How will you add value to this position? Pitch yourself to us.*** (Confidence, Sincerity, Integrity)

Follow the STAR technique and use situations from previous job, internship, classes and school projects to provide specific examples of your past behavior and experience pertaining to the role. Quantify your results whenever possible and eliminate examples that do not paint you in a positive light. Be aware, however, that some examples that have a negative result can highlight your strengths in the face of adversity.