

# Mock Interview Questions

## Career/Major Specific

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## **General Interview Questions**

### Problem Solving / Analysis

1. Have you ever solved a problem when others around you could not? Tell me about it.
2. What was one of the toughest problems you have ever solved? What process did you go through to solve it?
3. Do people ever come to you for help in solving problems? Describe what kinds of problems and why?
4. How do you begin to solve a problem that initially seems insurmountable?
5. What do you do when you are faced with an obstacle to an important project? Give me an example.
6. How do you analyze different options to determine which is the best alternative?

### Communication Skills

1. Give an example of how you carefully consider your audience prior to communicating with them? What factors influence your communication?
2. When do you think it is best to communicate in writing? And when do you think it should be handled face-to-face?
3. Describe a time you used your communication skills to negotiate with an angry person.
4. Tell me about a time when effective listening skills helped you in a problematic situation.
5. What do you do when you think someone is not listening to you?
6. Have you ever given a presentation to a group? How did you prepare for it? What would you do differently?
7. Describe a time when you were able to overcome a communication barrier(s).

### Teamwork Questions

1. When groups work together, conflict often erupts. Tell me about a time that conflict occurred in one of your work groups. What you did about it?
2. Tell me what role you play within work groups and why.
3. How would people you work with describe you?

4. Tell me about the most effective contribution you have made as part of a task group or special project team.
5. Tell me about a time you pitched in to help someone finish a project even though it “wasn’t your job.” What was the result?
6. Have you ever been in a position where you had to lead a group of peers? How did you handle it? Tell me about problems you had and how you handled them.
7. What is essential for a team to be successful?
8. Tell me about a time you worked in a cross functional team? Were there different challenges compared to a departmental task team?
9. Have you ever worked in a virtual team?
10. If so, tell me about this experience. What were the team dynamics? Was the team successful? What would you do differently?
11. If not, what do you perceive to be the advantages and disadvantages of this type of team? How would you suggest creating team cohesiveness in a virtual setting?
12. Tell me about a situation where political power plays affected team dynamics. How did you and/or the team overcome or avoided this situation?

### Learning Questions

1. Describe a time when you took a new job that required a much different set of skills.
2. Have you had an occasion when a prior strength actually turned out to be a weakness in another setting? How did you cope?
3. What are your “go-to” professional reading sources?
4. What sorts of things have you done to become better qualified for your career?
5. Careers grow and develop just like people do. Where do you see your career now? Why? What are you doing to sustain it?
6. What’s the most valuable thing you’ve learned in the past year? Why?
7. Do you feel you are knowledgeable about current industry related legislation or trends? Why or why not?
8. What was the last work-related educational seminar or class you attended? Why did you attend this course? How have you transferred the knowledge gained in the course to your work?
9. Through your career have you learned more about your profession through coursework or through on the job experience? Explain. What is more important to your profession, experience or continued education?

10. What area of your last job was most challenging for you? Why was this specific part of the position difficult? Is this still challenging? Why or why not?
11. Tell me about the one person who has influenced you the most within your career? Were they a manager or mentor? What did you learn from them? Why do you think you learned so much from them?

### Diversity Questions

1. Provide the mission statement with value on diversity. How has your experience and background prepared you to be effective in this environment with a given diversity value/initiative?
2. What do you see as the most challenging aspect of a diverse working environment? What steps have you taken to meet this challenge?
3. What kinds of experiences have you had working with others with different backgrounds than your own?
4. Tell me about a time you had to alter your work style to meet a diversity need or challenge?
5. How have you handled a situation when a colleague was not accepting of others' diversity?
6. What does it mean to have a commitment to diversity? And how would you develop and apply your commitment at this company?
7. What was/is the diversity value at your current/former employer? What impact did you make on this value?
8. What efforts have you made, or been involved with, to foster diversity competence and understanding?
9. What have you done to further your knowledge about diversity? Have you included diversity in your professional development? How have you demonstrated what you have learned?
10. What kind of leadership efforts would you make to ensure a commitment to the diversity initiative or value?
11. What strategies have you used to address diversity challenges? What were the positives and negatives?

## Interpersonal Skills

1. What would your last boss say about you?
2. Describe how you like to be managed, and the best relationship you've had with a previous boss.
3. If I asked your previous/current co-workers about you what would they say?
4. Describe what you see as your strengths related to this job/position. Describe what you see as your weaknesses related to this job/position.
5. Explain the phrase "work ethic". And tell me about yours.
6. What kind of people do you find the most difficult to work with? For example, assume you are in a situation where you have to deal with a person very different from yourself and you are finding it difficult. What would you do?
7. What methods do you use to make decisions? When do you find it most difficult to make a decision?
8. Describe a difficult time you have had dealing with an employee, customer, or co-worker. Why was it difficult? How did you handle it? What was the outcome?
9. How would your co-workers describe your work style/habits?
10. What do you do when others resist or reject your ideas or actions?
11. What do you think are the best and worst parts of working in a team environment? How do you handle it?
12. Under what kinds of conditions do you learn best?
13. How would your past employers describe your response to hectic or stressful situations?
14. How would your co-workers describe your work style or work habits?
15. If I asked several of your co-workers about your greatest strength as a team member, what would they tell me?
16. To you, which is more desirable: A business that is run in an efficient business-like manner OR a business that is run in a personal and friendly way?

## **Accounting**

1. With which accounting applications are you familiar?
2. Describe the advantages and disadvantages of the different accounting packages/systems you have recently used in you accounting jobs/classes.
3. Give examples of the accounting reports you have prepared for class.
4. Describe any accounting process that you have developed or revised.
5. What do you consider to be the biggest challenge facing the accounting profession today?
6. What cost-cutting measures do you, or would you, like to be responsible for implementing?
7. In what aspects of hands-on accounting have you participated?
8. Give examples of internal control procedures that you could implement.
9. Discuss your experience in financial analysis of company/ad hoc projects.
10. Tell me about financial forecasting (if any) for which you have been responsible?
11. Have you played a role in the audit process? If so, what was your role?
12. What processes have you used to evaluate financial risk?
13. Which management reports have you prepared?
14. Discuss your experience in tax planning and preparation.
15. How do you keep updated on all the accounting rules and techniques?

## **Academic Advising**

1. Why academic advising?
2. What is your personal advising philosophy?
3. What is a commonly shared trait in first-year students that you've seen which could ultimately hurt their college experience?
4. Why do you feel so many undergraduate students struggle when it comes to using their Academic Advisor?

## **Advertising**

Advertising is one of the fields which require innovation. You should be innovative as well as creative if you want to be a part of an advertising team. You can be anybody but if you are in the advertising industry then you are required to be good at creative art, free hand sketching, as well as developing innovative ideas.

1. How important is innovation?
2. Why do you want to pursue the career in advertising?
3. Tell me about an advertising campaign that has caught the eyes of the world?
4. How would you describe our advertising agency / organization?
5. Share an example of a time that you displayed innovation on a project or task.

## **Architecture**

Developed by Andrew McCready (Mock Interviewer, 2009-10)

Before starting the interview, ask if they have brought a portfolio with them. If yes, then make sure to ask them to walk you through a couple of their projects at some point during the interview. They should talk about general design concepts, how they produced the results/images/models, and also what they gained or learned from the project.

1. Why did you choose to pursue architecture as a career? (What type of architecture specifically interests you and why?)
2. What are your career goals in the field of architecture?
3. What are some of the most important qualities that you think an architect should possess?
4. Could you walk me through your design philosophy?
5. Who in the architecture community do you follow and admire for their architectural ability? Why?
6. Can you talk about a time when you worked in a group for an architectural related project? What was your specific role on the team?
7. What so far has been your greatest learning experience in the field of architecture?
8. What has been your favorite studio project that you have worked on in school and why?
9. What is your greatest strength and weakness relating to the field of architecture?
10. Would you feel comfortable giving presentations in front of clients?
11. What do you think is the greatest problem facing architects today?
12. How do you integrate technology into your design?
13. What type of computer experience do you have?
14. What do you think is expected of an interning architecture student?

## **Computer Programming**

1. Please tell me about your technical experience?
2. What is a class? (Answer: This is one of the most basic questions asked by an interviewer. A class is a blueprint or prototype from which objects are created. It is a real-world object which consists of methods and data.)
3. What is the difference between call by value, call by reference, and call by address?
4. What are your technical and non-technical skills?
5. With what programs and languages are you familiar?
6. With what programs and languages would you like to become familiar?
7. How do you see computer programming changing over the next decade?
8. Tell me about a time when you used your analytical skills to troubleshoot a problem.

## **Dental School**

1. Why dentistry?
2. Why have you chosen to pursue this profession?
3. What interests you about this profession?
4. What are you looking for in this profession?
5. What do you have to offer this profession?
6. Who or what has influenced you in this decision?
7. When did you make this decision?

### Knowledge of profession:

1. Are you aware of the multi-faceted nature of Dentistry?
2. Are you aware of options in the profession?
3. Are you aware of the issues facing Dentistry today?

### Observation Hours & Experiences

1. How many hours?
2. What types of practices? Any specialties?
3. Have you worked as a dental hygienist, dental assistant, or lab tech?
4. Favorite thing you observed or highlights of your observation experience?

### Hand skills

1. Do you enjoy working with your hands?
2. What hobbies do you have that require hand skills?
3. Any art/graphics/design background or courses?

### Dental Interests & Groups

1. Do you have a specific interest related to Dentistry?
2. Involved in pre-dental groups?
3. Any leadership roles in pre-dental groups?

### Probability to Serve

1. Are you aware of areas in Ohio that are identified as underserved and have been identified as having a dental health professional shortage?
2. Do you have experiences volunteering in such underserved areas?
3. Did you grow up in an area that has a dental health professional shortage?
4. After obtaining your DDS, where do you plan on practicing?

### Miscellaneous

1. How are you unique?
2. What can you add to our dental class in terms of diversity?

## **Interior & Fashion Design Careers**

1. What skills have you developed to best prepare you to be a successful designer? What path did you take to get there?
2. What characteristics do you bring to this position that will allow you to be a successful creative force within our organization?
3. Describe the piece in your portfolio of which you are most proud, and the creative process you used to get there. Lastly, what aspects of this piece define your design aesthetic?
4. How has your academic background prepared you for a design career?
5. What are your technical and non-technical skills as related to design?
6. What work experiences have you had that prepared you for this position? How have they prepared you?

### **Sample answer for questions 1 & 2:**

A successful designer should have an excellent identifying ability. He should understand the demand of his client well. His aim should be to focus on the requirements and expectation of the client and then frame his creations. But the most important is the crafting skill. He should be able to present his creativity in a manner to which others can relate.

## **Dietetics**

### Questions for all students:

1. What is a Dietitian and why do you want to become one?
2. Give me three words that best describe you.
3. What are your short term goals, within 5 years?
4. What are your long term goals, within 10 years?
5. What are your strengths?
6. What areas can you improve on?
7. How do you process new information, internally or externally?
8. How do you handle stress?
9. Do you see yourself as a leader or a follower? Explain.

### Dietetic questions:

1. Why are you interested in this dietetic internship program?
2. What puts you above other candidates for this program?
3. Discuss a successful outcome from a volunteer project you have been involved with.
4. Do you work better in groups or independently? Explain.
5. What is your plan if you do not get this internship?
6. How do you plan to financially support yourself during the internship?
7. What is your opinion on alternative medicine?
8. What is your opinion of bariatric surgery?
9. How is the role of the Registered Dietitian in healthcare viewed by other professionals?
10. What would you tell a client about the Atkins diet?
11. Discuss your diet.
12. What was/is your favorite class in college and why?

13. What are your concerns about the internship?
14. If there were five other candidates from Miami, why should we choose you?
15. When was a time you had to be flexible?
16. If you were sitting in on an interview with a Registered Dietitian who was interviewing 5 prospective food service employees and you THINK they may be asking some illegal questions, what would you do?
17. What are some of your greatest accomplishments?
18. You are the last one to lock up the kitchen at night. You notice that there are some dirty pans from the chicken from dinner. What do you do?
19. How do you motivate someone to make healthy lifestyle changes?
20. How would you prepare a series of food and nutrition talks for the Welfare to Work program?

## **Economics**

1. How do you best define economics?
2. What are the disadvantages of a mixed economy system?
3. What would be the affect of tightening monetary policy on the value of bonds in the bond market?
4. How could the government prevent people from taking certain motorway routes (and thus decrease congestion)?
5. If the government borrows a lot of money, what will this do to interest rates?
6. If interest rates are raised, will firms invest more or less?
7. 'The housing market is currently seen as a place where it is very hard for some sectors like nurses to find affordable housing.' Please comment on that.
8. What is correlation? Does correlation provide enough evidence for the two factors being directly linked?
9. What was Keynes' most important principle?
10. Are there any examples of markets that do not exist?
11. Is impulse buying irrational?
12. There is a rare disease that infects every 1/1000 people. There is a test to see if you have it - which is wrong 5% of the time. What is the probability that you have it? Should you be worried?
13. What is globalization and what does the average citizen gain from globalization?
14. Should employees, firms, or the government pay to train workers?
15. Why do governments not seek to eradicate inflation completely?
16. In your studies of economics, have you come across any examples of a theory or idea that seems completely counter-intuitive?
17. What part of economics really interests you?
18. What motivates an entrepreneur?

19. Explain the underlying causes of the business cycle
20. Talk about a situation in which a monopoly practises price discrimination. Is there any welfare loss if a firm practises first degree price discrimination?
21. Should senior executives receive no more than 20 times their average salary?
22. Should the pay of every employee in a business be known by everyone else?
23. Would it be feasible to have an economy which was entirely based on the service sector?
24. A man pays for his vacation at a hotel on a tropical island by check. He has a top credit rating and rather than cashing it, the hotel manager pays a supplier using the same check. That supplier does the same thing with one of his suppliers and so on, ad infinitum. Who pays for the man's vacation?
25. Discuss the interaction between fiscal and monetary policy.
26. Discuss competition in the TV industry.
27. How effective is current monetary policy?
28. What are your particular interests in economics?
29. Do you think we should worry about a balance of payments deficit?
30. Explain how the Phillips curve arises?
31. Is it a good thing that taxes should be lowered in the long term?

Answer for question 2:

The disadvantages of a mixed economy really depend on how "mixed" it is. For instance, if it is mixed more towards a free-market, there is little regulation (some may see this as a good, though), but if it is mixed more towards a command economy, the control may stifle growth.

Mixed economies can also have different characteristics. Each of these will share a different set of disadvantages. A will stifle profits due to its high tax structure, but will encourage new ideas due to its low regulation (this could result in many weird effects such as an economy comprised almost solely of small, well-niche businesses). B will encourage profits, but due to its regulation, some new ideas (and some growth) will be stifled. For instance, if environmental regulations are strict, the building of new plants or refineries might be lowered. This could result in a small number of very large and profitable businesses.

## **Engineering**

(Special Thanks to Dr. Osama Ettouney: Mechanical and Manufacturing Engineering Department Chair)

### Engineering Management Questions

1. What is Engineering Management?
2. What do you hope to do with this major?
3. Why should we select you over a more technically focused major such as Manufacturing or Mechanical Engineering?

### Manufacturing Engineering Questions

1. What experience do you have integrating computers with manufacturing?
2. How do you feel design and manufacturing tie together?
3. Do you have any experience in Six Sigma or another similar type of quality management methodology?
4. Often a manufacturing facility can be uncomfortable. How would you deal with such an environment? (This question is meant to be vague. If asked for clarification, explain that the question refers to the physical environment; hot, loud, hard hat area.)

### Mechanical Engineering Questions

1. Do you have any experience in Six Sigma or another similar type of quality management?
2. What experience do you have with computer aided drawing and design?
3. Tell me about a time when you took an idea and made it a reality.
4. Besides Mechanical Engineering what are some of your other areas of strength?
5. Often a manufacturing facility can be uncomfortable. How would you deal with such an environment? (This question is meant to be vague. If asked for clarification, explain that the question refers to the physical environment; hot, loud, hard hat area.)

### Electrical Engineering Questions

1. What experience do you have with computer programming?
2. The world of Electrical Engineering is growing at a rapid pace. What do you do to keep up with new trends and new technology?
3. Tell me about a time with you used computers or electronics to integrate a system. (This can be either on a small or large scale.)
4. Describe for me one project you were a part of that you feel truly represents your technical ability.

### Computer Engineering Questions

1. What experience do you have with computer programming?
2. Tell me about a time when you helped a peer understand a new software package.
3. What do you hope to do with a major in computer engineering?
4. What are your feelings on the outsourcing of IT and other computer related jobs?

### Chemical Engineering Questions

(Provided by Dr. Shashi Lalvani: Paper and Chemical Engineering Department Chair)

1. Describe your training in biochemical approaches to the production of chemicals, energy resources and pharmaceuticals.
2. What experience do you have with software applications in process design?
3. Do you have an interest or knowledge in the area of sustainability?
4. What are some new developments in the area of energy resources utilization?

### Paper Science Engineering Questions

(Provided by Erica Suding '07)

1. How would moisture affect the quality of paper during shipping?
2. What types of mill experience do you have? (e.g., tissue and toweling, fine paper, boxboard, linerboard, recycled and others, ask for details.)
3. What kind of experience do you have using testing equipment? (e.g., tensile, stiffness, size, and others, ask for details.)
4. Tell me about the types of group projects you have done in your paper science classes that have given you experience necessary for this position.

## **Family Studies Professional Development Class**

Dr. Elise Radina  
(For Graduate Students)

1. Tell me about yourself?
2. Tell me about a crisis you encountered at work/class and how you handled it.
3. Would you do anything different if you encounter a similar crisis?
4. What would your professors say about you?
5. Why did you decide to interview with us?
6. What courses best prepared you for this job?
7. Walk me through a situation in which you had to handle conflict.
8. What kinds of people do you like to work with? Who do you find it difficult to work with? Give me an example of a situation in which you worked with this difficult type of person.
9. Anyone who takes this position will need to handle stress well. How do you handle stress? Can you give me an example?
10. Describe your supervisory style.
11. Tell me about a time that you had to manage a difficult employee. How did you resolve the situation?
12. What else can you add that we have not asked you already that would make us want to hire you?
13. What questions do you have for me?

## **Finance sector**

The finance sector deals with the management of funds. There are various areas such as business finance, personal finance and public finance. The services include budgeting and monitoring of time, money and risk. A good knowledge of the core subjects in finance is a must to qualify for any position in this field. The sector is ever growing and has rich reward to offer for the talented and diligent candidates.

1. What is free cash flow?

Answer: Free cash flow is the cash flow that exists for distribution. It is available for all the securities holders of the organization. They include debt holders, preferred stock holders, equity holders, convertible holders etc.

2. Define Convexity.

Answer: Convexity is the measure of curvature that exists between bond prices and bond yields. It helps in more accurate estimations.

3. Explain credit spread?

Answer: Credit spread is the difference between the value of two securities which have different prices but similar interest rates and maturities. It is also defined as the additional interest that is paid by a borrower who has a lower than a satisfactory credit rating.

## **Financial Analysts**

Financial analysts also called investment analysts, business analysts or business advisors usually analyzes financial data to provide business analysis suggestions to cooperate. Financial analysts often examine statistical software outputs to analyze the facts for preparing assessment reports based on to the data gathered. They may work in the banking, corporate, insurance companies and businesses. Many financial analysts advise institutions on sales, project budgets, cash flows and money investments such as stocks and bonds. Therefore, the career options for financial analysts are unlimited and may lead to working in the top banks and business institutions.

The education requirements for financial analyst positions may be: bachelor's degree in finance, business administration or science in accounting or economics. Master degree in finance or business administration is preferable.

1. Can you explain quarterly forecasting, updating revenue, and expense models?
2. Describe projects in which you have used this knowledge?
3. Are you familiar with creating daily sales reports?
4. Can you describe the practices you have used or would use for analysis of financial and management reporting?

### **Geography / GIS position**

GIS stands for Geographical information system. A GIS specialist is responsible for capturing, storing, analyzing, managing, and presenting the data that is linked to a particular location. He or she creates maps and graphs, using GIS software and related equipment. He or she integrates stores, edits, analyzes, shares, and displays geographic information.

1. What does ESRI stand for?

Answer: Environmental Science Research Institute

2. What are the three product levels of ArcGIS Desktop? Which would you use to edit SDE data?

Answer part 1: ArcView, ArcInfo, ArcEditor

Answer part 2: ArcInfo, ArcEditor

3. Name the three vector geometry types.

Answer: Points, Lines(Polylines), Polygons

## **Graduate/Professional School**

1. Summarize your undergraduate experiences both in and outside the classroom that had an impact on your life.
2. What type of degree are you seeking?
3. How does this university/program fit your plans for graduate work?
4. What are your academic credentials/grade point average, test scores, research and writing experiences?
5. Describe what motivating factors led to your decision to pursue graduate study – research project, internship, interest in teaching, etc.
6. Outline your plans for graduate work and career objectives following the obtainment of your desired advanced degree.
7. In what type of academic climate do you wish to study?
8. What type of financial assistance are you seeking? Fellowships, assistantships, loans?
9. Have you submitted all recommendations and other program application requirements?

## **Human Resource Management**

1. Tell me why you chose Human Resource Management as your profession.
2. Do you have a personal philosophy about HR management?
3. What do you like most about HR? What do you like least, and what do you find the most challenging?
4. During your HR career, which positions have you reported to and which reporting structure do you prefer?
5. How do you stay current with changes in employment laws, practices and other HR issues?
6. An employee tells you about a sexual harassment allegation but then tells you they don't want to do anything about it; they just thought you should know. How do you respond?
7. Describe the most difficult employee relations situation you have had to handle, how it was resolved or not, and why.
8. What have you done to help your human resources department to become a strategic partner?
9. As HR professionals, we often deal with legal and ethical situations. Tell me about an ethical situation you have encountered and what part you took in resolving it. Tell me about any illegal discrimination charges you have handled and how these were resolved.
10. Describe your knowledge of/involvement with progressive discipline.
11. Describe your knowledge of/involvement with Performance Evaluation processes.
12. Have you ever worked in a Union Environment? What were the positives/negatives?
13. Tell me about a time when a manager wanted you to terminate an employee in contrast to your company's termination policy. How was it resolved?
14. Describe to me in a few sentences the purpose of the following basic Federal regulations: (select one or more, as applicable)
  - Title VII/Civil Rights Act
  - FLSA
  - WC
  - FMLA
  - ADA

## **Marketing Questions**

1. Why did you choose a career in marketing? Alternatively, what interests you in marketing?
2. What qualities and skills do you think a successful marketing professional should have?
3. What non-marketing skills should a successful marketing professional have?
4. Tell me what type of relationship ought to exist between marketing and sales?
5. Please describe the relationship between marketing, sales, and service?
6. Tell me about your experience in marketing research.
7. Which of the qualities and skills you named for a successful marketing professional do you have?
8. Tell me about a marketing nightmare you were involved in. If you have had none, describe what you would consider a marketing nightmare.
9. What kind of marketing do you have experience in and which do you prefer using? Direct mail, telephone, television, radio, web-based, combination of any of these?
10. Tell me about two marketing accomplishments that were very successful or that you are the most proud of.
11. What college courses or experience have prepared you for the marketing position you are applying for with us?
12. What kind of training have you had in web-based marketing?
13. What does a good “marketer” know how to do?
14. Are there any types of marketing that you consider unethical?
15. Tell me about a marketing position you have held where part of your pay was based on your own marketing results.
16. What three things are most important to you in a marketing position?
17. Several of the clients this position services use direct mail marketing. Suppose that you just received a supply of the final conference brochures that you developed, proofed and sent to the printers for one of these clients. The deadline for mailing the 10,000 brochures is tomorrow. You notice that there is an error in the date of one of the conference sessions. What would you do?
18. Having read about our company and met with several marketing heads here, what ideas do you have on how we can improve our marketing efforts?

## **MEDICAL SCHOOL**

1. Why do you want to be an M.D., and how long have you had this desire? / What motivated you to go into medicine?
2. What are some problems that women face in health careers?
3. Why does medicine interest you?
4. Why would you make a good physician?
5. What do you anticipate being your greatest problem in medical school?
6. What would be the biggest challenge for you in medicine?
7. Why are you interested in our school?
8. How will you choose if given multiple acceptances?
9. What is an ethical dilemma you have faced and how did you resolve it?
10. What are the ethical decisions that must be faced in medicine today? What are your views?
11. What do you see as some of the problems/negative aspects of medicine today?
12. What is a current controversial issue in medicine? What are your views on it?
13. What do you think we should do about the elderly and the health care crisis?
14. Where do you see the future of health care in the U.S. going?
15. How would you change the healthcare system in order to facilitate the rising costs? Do you have a solution for rising health care costs?
16. How do you see the upcoming changes in providing health care, from the consumer's point of view?
17. What characteristics separate you from the rest of the applicants?

18. My job as an interviewer is to tell the admissions committee why we should admit you. So, why should we admit you?

## **Public Relations**

1. If employer is known - What is one idea you have for promoting this business and its mission?
2. Tell me about a time when you had to overcome a challenge with an individual or group when developing and executing a PR program to increase awareness and preference for a product and service. What did you do?
3. What was the most difficult situation you have been in when responding to media and public inquiries. What made it difficult? How did you handle it?
4. Describe a time when you created a press release, bylined article, case study or other communication that was misunderstood by the audience. What did you do about this? What did you learn?
5. Give me an example of when a co-worker or manager disagreed with the media relations strategy or tactic that you recommended. How did you handle this?

## **TEACHER**

A number of questions commonly asked of teacher candidates are listed below. Although you will not be asked all of these questions, this listing is designed to assist you in preparing for employment interviews. In addition to being prepared to respond effectively to questions of this type, it is advisable that you have at least a general understanding of the school or school system, its students and faculty, and the surrounding community. This information may be found in school system newsletters and reports, educational directories, and local newspapers. In any case, being well prepared for your interviews will distinguish you from other applicants and enhance your chances of obtaining a satisfying and rewarding teaching position.

Quick pick questions:

1. Why do you want to be a teacher?
2. How would you approach the problem of students who have not mastered basic reading or writing skills?
3. What is your philosophy of classroom management?
4. How would you respond to a parent who is upset with your teaching methods or with your treatment of his or her child?
5. What is the greatest asset you will bring to your classroom and to your profession?

### Opening Questions

1. When and why did you decide to pursue a career in teaching?
2. Briefly tell me about your background. What field experiences have you had?
3. What individual was most influential in your choice of a teaching career?
4. What are your career goals five years from now? Ten years?
5. What is your philosophy of education?

### General Questions

1. What would be an ideal teaching assignment for you and why?
2. What do you expect from a principal?

3. Describe the physical appearance of your classroom.
4. What has been your most positive experience in teaching so far?
5. What has been your worst experience in teaching so far?
6. What do you enjoy most about teaching?
7. When is it necessary to communicate with parents?
8. A parent appears at your classroom door and begins to complain about the test you gave the class two days ago--what do you do?
9. What was your biggest surprise (positive or negative) as a student teacher?
10. What different disabilities have you worked with?
11. Describe your perception of the role of the principal, supervisor, and other teachers to your role as a classroom teacher.
12. You are the expert--what is the number one issue facing public education today?
13. How do you enhance positive self-esteem in students?
14. Explain the difference between treating all students fairly and treating all students equally.
15. How much "hands-on" experience do you have with technology?
16. How have you incorporated computer instruction into your teaching?
17. How have you used the World Wide Web or Internet to enhance your array of teaching materials?
18. Review an incident from your teaching experiences that you would handle differently, given that hindsight can be 20/20. What were the circumstances? What would you do differently now?

## Classroom Management

1. What progressive discipline steps would you follow for an unmanageable student in your classroom?
2. How would you handle a student who verbally attacked you in class?
3. What classroom management strategies will you use to encourage self-discipline and a positive, productive classroom?
4. Share your philosophy/methods of behavior management.

## Teaching Strategies

1. How would you individualize learning?
2. What principles do you use to motivate students?
3. How important is success in learning? How do you help students be successful?
4. If I were to observe you teaching for a couple of hours, what would I see in terms of your instructional style and technique?
5. When designing a lesson plan, what are basic components of teaching you would always want to include?
6. What is your interpretation of effective teaching? What effective teaching techniques do you use?

## Measuring Student Performance

1. Could a student of low academic ability receive a high grade in your classes?
2. What is your system for evaluating student work?
3. How have you communicated student progress to parents?
4. Do you believe in retention in the elementary grades and who should make that decision?

## Curriculum

1. What new approaches in teaching would you like to try?
2. What types of resource materials do you like to use?
3. Define curriculum integration. How would you integrate the curriculum content in your classroom?

## Personal Characteristics

1. If you needed help, who would you go to?
2. How would your students describe you?
3. What are your recreational activities, hobbies, interests?
4. In what areas do you feel you need improvement?
5. How do you cope with stress?
6. Do you have a favorite children's author?

## Closing Questions

1. In summary, what is it that makes you the best candidate for a teaching position in our district?
2. What questions didn't I ask you for which you had an excellent answer prepared?
3. What questions do you have?

## **Veterinary School**

1. You may find that being in vet school, you may not excel as much and/or as fast as you did in your undergraduate studies. How would you handle that situation?
2. Do you plan on working during vet school?
3. Do you know how much this is going to cost by the time you graduate?
4. What do you know about Horse Slaughter legislation? What is your personal opinion about the Horse Slaughter Act?
5. What is another current topic that will be impacting veterinarians?
6. What's your favorite breed of dog?
7. If a client brought you a 5 year old healthy dog and they wanted you to euthanize it because they were moving and couldn't bear the thought of someone else having their pet and they wanted to take its cremated ashes with them, what would you do?
8. You have a golden retriever puppy in vet school lab and you're going to perform a couple of surgeries on it and the surgeries will be terminal. Are you okay with that? How did you form your opinion?
9. You have a client with an intact male pitbull and they WILL NOT have him neutered. What do you tell the client? What about if the client has three young children?
10. If you were to get accepted everywhere you applied, where would you go and why?
11. To what other schools did you apply and why?

## **Zoologist**

1. What are the duties and responsibilities of a zoologist?
2. What is the function of the pectoralis major and pectoralis minor in birds' wings?
3. How can fish be safely controlled?
4. How do you take preventative measures for balantidium coli infections?
5. How is the role of regional fishery bodies changing?
6. How would you differentiate between a fetus and embryo?
7. What are transgenic animals? What are the advantages and disadvantages of such transgenic animals?
8. What are some positive and negative effects that zoology has on the Earth?
9. What is recombinant DNA technology?
10. How do you plan to use your knowledge of animal biology in this position/program?