

Behavioral-Based Interview Questions

Questions

- Describe a situation in which you were able to use persuasion to successfully convince someone to see things your way.
- Describe a time when you were faced with a stressful situation that demonstrated your coping skills.
- Give me a specific example of a time when you used good judgment and logic in solving a problem.
- Give me an example of a time when you set a goal and were able to meet or achieve it.
- Tell me about a time when you had to use your presentation skills to influence someone's opinion.
- Give me a specific example of a time when you had to conform to a policy with which you did not agree.
- Please discuss an important written document you were required to complete.
- Tell me about a time when you had to go above and beyond the call of duty in order to get a job done.
- Tell me about a time when you had too many things to do and you were required to prioritize your tasks.
- Give me an example of a time when you had to make a split second decision.
- What is your typical way of dealing with conflict? Give me an example.
- Tell me about a time you were able to successfully deal with another person even when that individual may not have personally liked you (or vice versa).
- Tell me about a difficult decision you've made in the last year.
- Give me an example of a time when something you tried to accomplish and failed.
- Give me an example of when you showed initiative and took the lead.
- Tell me about a recent situation in which you had to deal with a very upset customer or co-worker.
- Give me an example of a time when you motivated others.
- Tell me about a time when you delegated a project effectively.
- Give me an example of a time when you used your fact-finding skills to solve a problem.
- Tell me about a time when you missed an obvious solution to a problem.
- Describe a time when you anticipated potential problems and developed preventive measures.
- Tell me about a time when you were forced to make an unpopular decision.
- Please tell me about a time you had to fire a friend.
- Describe a time when you set your sights too high (or too low).

www.quintcareers.com/sample_behavioral.html

Answer your question in 2-3 minutes and follow the framework below, just think of C.A.R.

- **Challenge**
 - Who (Your Position/Role)
 - What (What was the situation, what was going on, what were you tasked with doing?)
 - Why (The Problem/Assignment)
 - Remember: Don't go on and on about what was going on, this portion of your answer should be about 30-45 seconds. Just set the stage for your listener.
- **Action**
 - How: How did you develop and execute the steps of your plan? How did you go about solving this problem? Did you investigate, plan, analyze, research, practice more, try harder, etc.
 - Give the steps: First I did this.....Next I did this..... Lastly I did this.....
 - Remember: This is the most important part of your answer, a minute or more. People like to hire action-oriented individuals.
- **Result**
 - What happened as a result of your efforts? (Quantify! Did you get a good grade? Reach your goal? Increase/decrease/save/profit/improve? Use money, percentage, or time.)
 - Let the employer know that you can produce the same result for them! All of your stories will have a positive result, unless they ask you about a time you failed. Your result is that no matter how hard you tried, you did not achieve the results you intended to.