

Sample Candidate Interview Questions:

Personal:

How do you make decisions?

Describe a crisis or difficult time in your life and how you managed it.

How do you handle stress?

What motivates you?

Describe your experiences in cross-cultural work or social settings. What were the challenges you faced? How did you address them?

When you disagree with a person, what do you do about it? Give some examples of conflict situations and how your approach worked or didn't work.

What kind of people do you enjoy working with? What kind do you find difficult?

What are your interests outside of work? How do you balance work and personal or family life?

Past/Current Employment:

Would you tell us about your present (last) position?

Why do you (or did you) want to leave your present job?

How have your previous jobs prepared you for more responsibility?

Describe the culture and politics of the place where you work.

Describe your relationship with your present (or last) supervisor. How about your peers and subordinates?

What do you feel are your supervisor's greatest strengths? Weaknesses?

What disagreements have you had with other administrators in your organization?

If you could change one thing in your organization, what would it be?

Tell me about a crucial responsibility you held in your last position.

What was the biggest mistake you made in your last job?

Describe your experiences with teams at work, both successful and unsuccessful. What made the difference? What was your role on these teams?

What are your long-term vocational goals?

Skills/Traits:

Describe your work style when you have several projects underway at one time.

How would you handle serving more than one customer (internal/external) at a time?

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What are your strengths that would help you succeed in this job? What are weaknesses that you would need to work on?

What do you feel you do best? Why?

What do you consider the most critical elements in the successful performance of this position?

What kind of supervision is best for you?

This position

Why do you feel you'd be a good _____?

How has your educational background and experience prepared you to be successful in this position?

What do you want from this job that is lacking in your present (past) one?

What elements of this job would be new to you?

What additional training do you feel is required to achieve full proficiency?

What would be your priorities in the first 3 months on the job?

How does this position fit into your vocational goals?

Why should we hire you?

The College

Goshen College is owned by the Mennonite Church. What do you anticipate to be your level of comfort in this environment?

Which of the core values of the college are most like you? Why?

What do you know about Goshen College?

What attracts you to come to work for Goshen College?

David Janzen

October 2003