

Commonly Asked Interview Questions

1. Tell us a little bit about yourself.
2. Why are you interested in this position/job?
3. What makes you qualified for this position?
4. Why are you looking for a job? Why are you leaving your current position?
5. Describe your ideal job and/or boss.
6. What are your strengths and weaknesses?
7. What would you say is an area in which you need improvement?
8. Describe some of your most important career accomplishments.
9. Where do you see yourself in five years? Ten years?
10. What are your short-term/long-term goals?
11. If we talked to your current/former supervisor/co-workers what would he/she/they say about you?
12. What do you enjoy most in your current/former job? What do you enjoy the least?
13. What motivates you? How do you motivate others?
14. Describe a time when you had to handle a difficult situation/difficult person at work and how you dealt with it.
15. What type of environment do you work best in (team, individual, etc.)?
16. What type of supervisory style do you prefer and why?
17. What do you know about our company/organization?
18. What are your salary requirements?
19. Why should we hire you?
20. Do you have any questions for us?

Web Resources for Interviewing Tips & Information

http://jobsearch.about.com/od/interviewquestionsanswers/Job_Interview_Questions_and_Answers.htm - JobSearch.about.com is a great site to use for sample interview questions and answers, types of interview questions, as well as preparing for the interview

<http://www.jobinterviewquestions.org>

- Types of Interview Questions
- Interview Questions and how to answer them
- Salary Negotiations
- What to do before, during and after the interview
- Information on second interviews
- Information on phone interviews

<http://jobsearch.about.com/od/interviewquestionsanswers/a/jobintquest.htm>

www.startribune.com – go to “Jobs” and then “Career Management”

- Here you will find articles and information on resume and cover letter writing, job search tips and interviewing skills

www.monster.com – go to “Career Advice”

- Here you will find great information on all aspects of career exploration and job search. Under “Interview Center” you will find articles with the latest tips and guidelines to interviewing including how to dress, top 100 potential interview questions, etc.

www.vault.com – go to “Job Advice”

- Vault allows you to research companies and industries, find salary information, conduct a job search and read articles and research regarding resumes, cover letters, interviewing and more.

www.wetfeet.com

www.usatoday.com/careers/resources/interviewillegal.htm -

- Illegal Interview Questions and how to deal with them

www.century.edu/careerservices -

- The Career Services site has all workshop presentations/handouts available in pdf format, online job postings & resume posting site, GPS *LifePlan* information, on-campus employer recruitment calendar and more!

www.century.edu/counseling -

- The Counseling department offers resources and assistance in the areas of Career, Academic and Personal Counseling. Visit their website and click on “Career Counseling” for the *CareerPlan*, containing information on the career and life planning process, career exploration, how to conduct an informational interview, interest inventories and skills assessments, and more!

**Century College Career Services - Room 2400W - 651-779-5774
Visit our Website!!!**