



Behavior-based interview questions grouped by the employer's intention

Adaptability

1. Tell me about a time when you were asked to do something you had never done before. How did you react? What did you learn?
2. Describe a situation in which you embraced a new system, process, technology, or idea at work that was a major departure from the old way of doing things.
3. Recall a time when you were assigned a task outside of your job description. How did you handle the situation? What was the outcome?
4. Tell me about the biggest change you have had to deal with? How did you adapt to that change?
5. Tell me about a time when you had to adjust to a colleague's working style in order to complete a project or achieve your outcomes.

Culture add

6. What are the three things that are most important to you in a job?
7. Tell me about a time in the last week when you've been satisfied, energized, and productive at work. What were you doing?
8. What's the most interesting thing about you that's not on your resume?
9. What would make you choose our company over others?
10. What's the biggest misconception your coworkers have about you and why do they think that?

Collaboration

11. Give an example of when you had to work with someone who was difficult to get along with. How did you handle interactions with that person?
12. Tell me about a time when you were communicating with someone and they did not understand you. What did you do?
13. Tell me about one of your favorite experiences working with a team and the contributions you made.
14. Describe the best partner or supervisor you've worked with. What part of their management style appealed to you?



15. Can you share an experience where a project dramatically shifted direction at the last minute? What did you do?

Leadership

16. Tell me about the last time something significant didn't go according to plan at work. What was your role? What was the outcome?
17. Describe a situation where you needed to persuade someone to see things your way. What steps did you take? What were the results?
18. Tell me about a time when you led by example. What did you do and how did others react?
19. Tell me about the toughest decision you had to make in the last six months.
20. Have you ever had to "sell" an idea to your coworkers or group? How did you do it? What were the results?

Growth potential

21. Recall a time when your manager was unavailable when a problem arose. How did you handle the situation? Who did you consult with?
22. Describe a time when you volunteered to expand your knowledge at work, as opposed to being directed to do so.
23. What would motivate you to make a move from your current role?
24. When was the last time you asked for direct feedback from a superior? Why?
25. What's the biggest career goal you've achieved?

Prioritization

26. Tell me about a time when you had to juggle several projects at the same time. How did you organize your time? What was the result?
27. Tell me about a project that you planned. How did you organize and schedule the tasks?
28. Describe a time when you felt stressed or overwhelmed. How did you handle it?
29. Give an example of a time when you delegated an important task successfully.
30. How do you determine what amount of time is reasonable for a task?