

Behavioral Based Interview

The behavioral based interview methods used by employers assess candidates' experiences and behaviors in order to determine their potential for success. The interviewer identifies preferred abilities and behaviors, and then structures open-ended questions and statements to obtain detailed responses. A rating system is developed and selected criteria are assessed during the interview. As a candidate, you should be ready to answer the questions and statements thoroughly.

Adaptability:

Sometimes there are things you can't control. Describe a situation that you had to adjust to and how you handled it. How was your transition from high school to college? Did you face any problems? How did you handle them?

Problem Solving:

Tell me about a time when you had to solve a difficult problem.

We can sometimes identify a small problem and fix it before it becomes a major problem. Give an example of how you've done this.

Tell me about a problem that you've solved in a unique or creative way.

Communication:

Tell me about a time when your active listening skills really paid off –maybe a time when others missed the key idea.

When was a time that you had successful communication with another person even when they might not have personally liked you (or vice versa)? What difficulties or obstacles did you face? How did you deal with them?

Decision Making:

Tell me about a time when you had to make a decision without all the information needed. Were you happy with the outcome? What is the most difficult decision you've had to make? How did you arrive at the decision? What was the result?

Goal Setting:

What is an important goal you've set and how you reached it? What obstacles did you face? How did you overcome them?

Tell me about a goal that you set that you did not reach? What obstacles did you face? What was the result?

Job Motivation:

Give examples of your experiences at work or at school that were satisfying and dissatisfying.

What kind of supervisor do you work best for? Provide examples.

Tell me about a project you initiated.

Tell me about a time when your initiative caused a change to occur.

Interpersonal Skills:

Give an example of a time you had to work with someone who was difficult to get along with. How/why was this person difficult?

What, in your opinion, are the key ingredients in guiding and maintaining successful business relationships?

Give me examples of how you have made this work?

Leadership:

Tell me about a project when you had to lead or take charge.

Tell me about leadership roles of yours. Why do you commit your time to it?

Planning/Time Management:

How do you prioritize projects and tasks when scheduling your time? Give me some examples.

Tell me about a project that you planned.

Teamwork:

Tell me about a time when you worked with a classmate or colleague who was not doing their share of the work.

Describe a time when you had to arrive at a compromise or help other compromise.

Tell me about a time when you worked on a team that did not get along.

Always be prepared for probing questions such as:

What steps did you take?

What happened after that?

How did he/she react?

How did you handle that?

What role did you take?

What was the outcome/result?

What do you wish you had done differently?

What was your reasoning?

What were obstacles that you faced?

Were you happy with the result?

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Why?