



## HINTS AND TIPS

Here's a list of the most common interview questions that come up time and time again. Whilst you probably know that they will ask them – be prepared so you are ready with your answer

### QUESTIONS YOU COULD BE ASKED

- Tell me about yourself.
- What are your strengths and weaknesses?
- What made you apply for this job?
- Why do you want to leave your current job/why did you leave your current job?
- What did/do you like and dislike in your current job?
- Where do you see yourself in 5 years' time?
- What skills do you think are the most important for this role?
- What can you bring to this company?
- What would you do to be successful in this particular role?
- What industry do you sell to at the moment?
- What are you looking for from us?
- What motivates you?
- How do you deal with conflict?
- How would your Manager/Co-Workers describe you?
- Describe your ideal job.
- Ok, so sell me that pen (need to think about how to really stand out from the rest here).



What many candidates can struggle with is questions to ask the person who is interviewing them so we have put together some to help you if they have not already been addressed during the conversation.

Remember always use open questions/not closed and don't interrupt the interviewer.

## QUESTIONS TO ASK

- How will you measure my success in this role?
- What would you expect of me in this role?
- What are the opportunities for me in this role and going forward in the company?
- What are the future plans for me in this role and going forward in the company?
- How do I compare with the other candidates?
- Do you think I can do the role? (this is the only closed question to ask).

**There is always a chance in an interview that you will be tested on your competency. We have given you some examples of these questions so you can prepare for your answers with confidence.**

A company continually asks you to quote for various products but never gives you an order. How would you handle this?

Describe a situation where you have had to convince others that your idea will work

Do you ask others before making a decision?

How would you handle a customer complaint?

Have you ever refused a request from a customer? If so, what was the reason?

How do you keep your team motivated?

**You can also experience strange questions which are there to throw you off balance and they can tend to be more emotive and also something that you wouldn't expect. For example:-**

What political party do you support?

What's the difference between a cake and a biscuit? And other weird and wonderful things.

