



accruepartners

BUILDING PEOPLE, COMPANIES AND CAREERS

TAP INTO OUR TALENT

Candidate Interview Preparation

Typical Interview Questions to be prepared to answer:

1. Tell me about yourself?
2. What do you know about our company/industry?
3. What is your greatest strength/weakness?
4. Why would we hire you?
5. What do you want in your next position?
6. What can you bring to our company?
7. Why would you want to work here?
8. What would be the best thing that your boss/peers/subordinates would say about you?
9. What do you like most/least about your last or current position?
10. Where do you see yourself in 5 years?
11. What are you looking for in terms of dollars and compensation?
12. Why are you leaving? Why are you looking?
13. What other jobs are you considering and why?
14. What is your ideal position?
15. Rate this job as it relates to your ideal position?
16. What are your strengths, assets, and things you do well and like about yourself?
17. What are your shortcomings, weaker points and areas of improvement?
18. Describe a difficult problem you've had to deal with?
19. How does this job compare to others you have applied for?
20. Can we check your references?
21. Describe your leadership philosophy and style.
22. How do you think your subordinates view you?
23. How might you modify your approach in dealing with subordinates?
24. For your last 2 jobs give a sketch of each subordinate – title, length of employment, strengths, shortcomings and overall performance.
25. What questions do you have for us?

Example questions to ask the interviewee as it relates to their company and industry.

1. What would be my greatest challenge in this position?
2. What do you see as the first priorities for a new person in this position?
3. What do you foresee needing done in the first 90 days?
4. What have been the challenges in the past?
5. What are some of the projects that you would like to see completed in the next 6 to 12 months?

6. How will you measure the success of someone in this position?

Ending the interview:

1. Based upon my strengths and weakness what concerns do you have as they relate to the position?
2. This is exactly the opportunity that I have been looking for. What is the next step in the interview process?
3. Key traits the client is seeking in the “ideal candidate” (wants, needs, desires)

Miscellaneous REQUIRED Preparation:

1. Research the industry and company website
2. Have several copies of your resume on crisp resume paper
3. Have a conservative portfolio to take notes
4. ALWAYS wear a suit unless instructed otherwise
5. Arrive 15 minutes early and map out driving directions in advance