

## **Behavioral Interview Questions**

A behavioral-based interview question examines past behavior as an indication of future job performance. Include detail and use the STAR response to answer these questions successfully.

| <ul> <li>Please tell me about a time from a previous job that demonstrated your ability to pay attention to<br/>detail.</li> </ul>   |
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| Please tell me about a time when you demonstrated your ability to be an effective member of a team.  |
| Please give an example from previous jobs that demonstrated the quality of the work that you do.   |
| Please give your most recent example of something you did to improve your job performance.   |
| <ul> <li>Please tell me about a time when you had a conflict with a supervisor, peer/co-worker, or<br/>customer/vendor. What was the conflict and how did you handle it? What resulted from it? Would<br/>you handle it in a different manner now? Why?</li> </ul> |
| Please tell me about a time when you manage people effectively.  |
| <ul> <li>Please give examples demonstrating your ability to manage a budget effectively and would<br/>demonstrate your ability to perform this job.</li> </ul>   |
| Please tell me about a time when you needed to respond to tight deadlines.   |
| <ul> <li>Please give examples of things you have done in previous jobs that demonstrate your<br/>resourcefulness. What did you do and what resulted from your actions?</li> </ul>  |
| Please tell me about a time when you demonstrated your organizational skills.  |
| When you've held previous jobs, how did you handle confidential information?   |