

## SAMPLE BEHAVIORAL INTERVIEW QUESTIONS

### *Decision Making/Problem Solving*

- Give me an example of a time when you had to keep from speaking or making a decision because you did not have enough information.
- Give me an example of a time when you had to be quick in coming to a decision.

### *Leadership*

- What is the toughest group that you have had to get cooperation from?
- Have you ever had difficulty getting others to accept your ideas? What was your approach? Did it work?

### *Motivation*

- Give me an example of a time when you went above and beyond the call of duty.
- Describe a situation when you were able to have a positive influence on the action of others.

### *Communication*

- Tell me about a situation when you had to speak up (be assertive) in order to get a point across that was important to you.
- Have you ever had to “sell” an idea to your co-workers or a group? How did you do it?

### *Interpersonal Skills*

- What have you done in the past to contribute toward a teamwork environment?
- Describe a recent unpopular decision you made and what the result was.

### *Planning and Organization*

- How do you decide what gets top priority when scheduling your time?
- What do you do when your schedule is suddenly interrupted? Give an example.

### *Other Behavioral Questions*

- Give a specific example of a policy you conformed to with which you did not agree.
- Give me an example of an important goal which you had set in the past and tell me about your success in reaching it.
- Describe an instance when you had to think on your feet to extricate yourself from a difficult situation.

Taken from an article by Rob DiCarlo, Assistant Director of Career Services at State University of New York College at Brockport. Copies can be found at [www.brockport.edu/career](http://www.brockport.edu/career).