

Sample Interview Questions

General/Self Introduction

- Tell me about yourself.
- Why should we hire you?
- Why did you choose your field?
- Why are you interested in this job?
- What do you know about UT Tyler?
- What attracted you to UT Tyler?
- Why are you leaving your current job?
- What did you like best and least about your last job?
- How do you handle conflicts and confrontations?
- What are your strengths and weaknesses?
- Do you prefer working alone or with others?
- What kind of references will your previous employers give you?
- How do you cope with the inevitable stresses and pressures of the job?

Skills and Experience

- What qualifications do you have to make you successful in this role?
- What is your experience?
- What has been the most interesting job or project so far in your career?
- What have you learned from your previous jobs?
- What are you best known for?
- What accomplishment are you most proud of? (Note: A candidate who mentions other people or uses the pronoun “we” usually works well on a team)
- Describe the most significant report or presentation you have had to prepare.
- What was the most creative work project you ever completed?
- Describe a time when you faced a challenge and how you overcame it.
- What was the last truly innovative suggestion you made in your last job?
- Can you describe a situation where you had to adapt to a new environment?
- Do you manage your time well? Explain.
- Tell me about a work situation that required excellent communication skills.
- How do you approach problem-solving?
- Give me an example of a time you had to solve a problem in a fast-paced environment.
- How do you effectively communicate with people at all levels of an organization?
- Can you describe a time you managed multiple deadlines and competing priorities? How did you ensure that everything was completed efficiently and effectively?

- Give me an example of a time you faced a challenge in your previous role. How did you approach the situation and what was the outcome?

Motivation and Goals

- What motivates you to do your best work?
- What are your career goals?
- What are your goals – both short and long-term?
- Where do you see yourself in five years?
- How do you set and achieve your goals?
- What challenges are you expecting in this role, and how will you stay motivated to overcome them?
- Tell me about a time you proactively sought out a new challenge or responsibility.

Leadership and Management

- Describe your leadership style. Please give examples.
- What skills or traits do you think a successful manager should have?
- How do you set goals and develop a vision for your team?
- How do you adapt your leadership style to different situations and team members?
- Tell me about a time you had to make a difficult decision under pressure.
- Do you train others well? Please give me an example of your effectiveness.
- How do you delegate tasks effectively and empower your team members?
- How do you celebrate successes and build team morale?
- How do you handle sensitive information and difficult conversations?
- How do you foster collaboration and teamwork within your team?
- How do you hold yourself and your team accountable for results?
- Tell me about a time you had to address a performance issue with a team member.

Other

- Tell me about a time when you conformed to a policy you disagreed with.
- Are you able to adapt to change? Explain.
- What do you think determines a person's progress in an organization?
- What ways have you discovered to improve your productivity?
- If you could have made improvements in your last job, what would they have been?
- What do you think are the biggest challenges facing our industry?