## 1. Tell Me About Yourself

The answer to this question might seem easy. The applicant has to prepare for it as it is very essential. He/she might hesitate to speak with an open mind in the beginning, during the interview. He/she should stress more on qualities, skills and accomplishments to add value to the job.

#### 2. Why are you applying for this position?

The answer to this question lies in the applicant's reply about the career goals. It should be made clear that the position applied is appropriate with his/her skills. The candidate must indicate his/her true intention in securing the job. Besides, if hired can contribute to the progress of the company.

#### 3. Why do you want this job?

Hiring managers prefer to take candidates who love the job. The job seeker should find out factors in the company that is advantageous and will be beneficial for him/ her. The applicant can express some experiences of previous job that might assist in solving problems in the new job applied.

#### 4. Tell me what you know about the role.

While answering this question, the candidate should ensure to share the specific understanding of the responsibilities of the job applied. Besides, should share his/her specific skills related to the role of the job. The candidate should highlight as to how he/she is qualified and hence, is interested in the job.

#### 5. Why do you want to work here?

The perfect method for answering this question is to have in depth knowledge of the company. The candidate has to do research thoroughly about the company. While browsing on, About Us, in the company's website, he/she can gather a lot of information and hence, express the benefits of working here.

#### 6. Why are you looking for jobs?

The interviewer usually poses this question to learn about the aspirations of the applicant. He might also want to know how this job would be appropriate for him/her. Hence, the candidate should stress on his/her skills and the desire for working in such a position. This will boost the enthusiasm.

#### 7. What are you passionate about?

The hiring manager might desire to find out what the candidate is passionate about. While answering this question, he/she should express about hobbies, enthusiasms, and other passions. The interviewer might want know more about the candidate through this question and his/her positive contribution to the company besides the skills required.

#### 8. Are you interviewing with anyone else?

The main purpose of the interviewer to ask such a question might be because of the interest in hiring the candidate. Further, hiring manager might also decide to fix the salary for the applicant. There may be other reasons for knowing the answer like, market survey of jobs and inquisitiveness.

## 9. Do you have any questions?

When this question is asked by the interviewer, the applicant must usually reply in the affirmative. If he/she spares some time for preparation, it will be easy and feel confident in asking the right questions. The job aspirant should not hesitate or feel shy to reveal his/her thoughts before interviewer.

## **10.** What Are Your Strengths?

Employers do ask this question in order to ascertain as to how well the candidate is qualified for the position. It is vital for the candidate to describe experience and skills possessed that will contribute to the job for which applied. This will be the greatest strength of the candidate.

## **11.** What Is Your Greatest Weakness?

The job seeker has to be cautious in answering this question. The interviewer should not get the impression that the candidate's answer indicates insincerity. The job aspirant's answer should point out the capacity to fulfil the responsibilities of the job applied. The interviewer will hence gain confidence in hiring process.

#### 12. Why Should We Hire You?

To this question the job aspirant should confidently speak about achieving high results, if selected. He/she can also indicate in being proper addition and good fit for the job. The candidate can point out the experience and skills makes him/her to be prominent from others. This sales tactics might work.

## **13.** Why Did You Leave Your Last Job?

The hiring manager might be curious about the candidate's answer for this question. Job seeker can be specific in citing reasons like better work and career opportunities, professional growth. Hence, require change in career and solving new challenges. He/she can express interest in the new job as it is ideal.

## 14. Why Do You Want to Work Here?

It is imperative for a candidate to make research about the company. He/she can express motivation and sincerity in work if hired and career goals also matches the position applied. The job aspirant can freely express that this position will provide rewarding and inspiring environment. Hence, require to work here.

## **15.** Describe Your Current Job Responsibilities

While responding to this question, the candidate should think for a while. He/she should reveal about the job title, responsibilities held, duties of current job, skills for completing specific tasks and the achievements shown. The aspirant can mention these to show his/her dedication and contribution in the current company's growth.

## 16. What is Your Management Style?

The answer to this question, the candidate should reveal that his/her management style is to lead employees through examples. Ordering or commanding them may not yield proper result. Further, the applicant can indicate that this style can be adopted by listening, working cordially with employees and stressing importance on teamwork.

## 17. Where Do You See Yourself in 5 Years?

This answer to this question requires careful thought. The hiring manager will be impressed if the applicant expresses wish to stay and grow with the company applying his/her skills, if hired. When the job aspirant views himself/herself in the same position after five years, the interviewer may not be interested.

## 18. What Motivates You?

The candidate can cite success as the reason for motivation. The answer should be relevant to company's needs. He/she can indicate that matching company's values and vision with his/her own, will promote motivation. The job aspirant can reveal that facing challenges and accomplishing work successfully will enhance the motivating factor.

## **19.** Why are you job searching

This is a common question asked by the hiring manager. He may desire to know about the aspirations and thoughts of the candidate regarding being fit for this post. He/she should utilize this opportunity to highlight skills and positive experiences in explaining the desire to search for such a position.

## 20. How did you find out about this job?

To answer this question the candidate should explain that he/she heard about this job through a job board, career website, close friend, or colleague. Further, the

applicant may mention that by reading a press release, Google or news source about the company's hiring, was how he/she learnt about the job.

## 21. What do you know about our company?

The candidate's prior preparation becomes the key for answering this question. He/she needs to research and be prepared to demonstrate that sufficient time has been taken to learn about the company. Knowing relevant and critical information about the company can help applicant and the employer who prefers hiring curious candidate.

## 22. What about this position interested you

The candidate has to learn about the job posting regarding experience, skills and requirements. Company's website can provide extra information. Prior to interview, the aspirant can prepare a list of experiences and skills he/she possesses that the job requires. The candidate can express eagerness to assume responsibility of the position.

## 23. What other jobs have you been looking at

The job aspirant should not be tensed while answering. Similar responsibilities in the post applied in other companies can be spoken. But, highlighting how the candidate can be productive for this company has to be emphasised. The hiring manager will think that the candidate is interested in the position applied.

## 24. How have your interviews been going

A job aspirant can answer the question "How have your interviews been going" by giving positive answers like the job interviews went off well. Besides, he/she can indicate that there is a good chance of being invited for a second interview, shortly. Further, answer may include a better offer also.

## 25. Tell me about your current or most recent job. What did you do

While answering this question, the applicant should emphasize on achievements in recent job. He/she can say about the objectives of the company and methods in achieving them. The candidate can narrate how the skills have benefited the current job, which can be applied and be useful in the target job.

## **26.** What are your salary expectations?

The answer lies in the candidate providing a salary range. He/she has to ensure that the target number should not be more than market value or less than previous salary. An honest response will help the hiring manager to decide whether the applicant's salary expectation will match the company's policy.

## 27. When can you start?

The hiring manager poses this question mainly if the current vacant post requires to be filled soon. However, the job seeker can request for two weeks' time to assume the new job. This is the usual time frame as the applicant has to submit resignation notice to the current employer.

#### 28. What questions do you have for me?

The candidate can answer in the affirmative when the hiring manager asks this question. Though he/she might feel awkward while hearing this question, it is necessary to respond to it politely. The applicant can certainly ask a few questions that come across his/her mind to make the interviewer feel interested.

#### 29. Why did you apply for this job?

The applicant should be thoughtful while answering this question. It is not advisable to mention that he/she desires this job because of flexible schedules, convenient working hours, or working from home. This answer might not be impressive to the hiring manager. The interviewer would prefer job-related reasons from the candidate.

#### **30.** What is your current salary?

The applicant can reveal his/her current salary package while answering this question. He/she can also disclose about actual salary, bonus, and other perks. After sharing the salary package, the applicant can reveal his/her salary expectations. This will help the hiring manager to know the applicant's worth and decide about hiring.

#### 31. What most qualifies you for this position?

The ideal answer to this question is that the candidate is qualified because of several years of experience. Besides, he/she can derive exceptional results hence, be considered as the best fit to the team. Possessing a combination of skills and experience makes the candidate to stand out from the crowd.

#### 32. What is the most difficult part of this position?

The candidate should think for a while before answering this part of the question. He/she must analyze in-depth the responsibilities and challenges that may occur while working in this position. Recognizing the difficulties faced will be the first step, whether technically or in teamwork. Candidate must solve politely.

#### **33.** What is the most important part of this position?

The hiring manager might ask the candidate this question to find out his/her capacity to detect the important part of this post. The job seeker can confidently express the

view that though the particular work of the position is vital, cooperation and teamwork of other co-workers are necessary for growth.

## 34. What your experience in this position?

While answering this question, the candidate should list the experiences gained in chronological order. This can be done in the reverse order with current job experience being written first. Job applicant should describe the responsibilities held and projects executed that will be a plus point in the present position.

## **35.** Why are you leaving your current position?

The job aspirant must have positive tone while replying. The reasons should be acceptable and effective. He/she can state that leaving the current post is to learn new skills and change in career. Since climbing the career ladder is the aim of the candidate, he/she finds the advertised post appropriate.

## **36.** What is the most difficult part of this position?

The best answer is that the candidate states that there was nothing very difficult in the previous post. He/she could overcome most of the challenges faced and enjoyed the work done. Hence, the job seeker can surely convince the hiring manager about his/her aptitude and capacity in solving difficulties in applied position.

## **37.** What is the most important part of this position?

While asking this question the interviewer is perhaps trying to discover the work ethics and priorities of the candidate. There might be a hidden meaning when the hiring manager poses this question. The job seeker should try to read the interviewer's mind and highlight his/her positive attitude and hard work.

## 38. Why are you leaving your current role?

The reply to this question should be given confidently. The candidate should be honest in disclosing the reasons for leaving the current job. Desire to learn, upgrade new skills, assume more responsibilities, a career change, desire to relocate, may be some of the answers that the job aspirant can deliver.

# **39.** What are the typical mistakes other candidates make in this role?

There are a few typical mistakes that job aspirants might commit during an interview. Some of them might arrive late or too soon. Few candidates may forget to produce a resume or show low enthusiasm. Some may not be prepared thoroughly to face questions or concentrate more on personal traits.

## **40.** Tell me about a great product or service you've encountered recently. Why do you like it?

The job seeker must know about certain good products or service that he/she might have seen and liked. Hiring manager, through this question, can ascertain the candidate's thoughts about making products. If he/she has faced challenges during design and product management, it would be easy to answer this question confidently.