

Supervisors Achieve:

Sample Interview Questions

Introduction Questions

Avoid questions that may elicit personal information that is not allowed under our interview guidelines. Try the ones below.

1. What inspired you to apply to this position?
2. Tell me about your interest in this position and our department.
3. What do you know about this department and why are you interested in working for us?
4. What skills do you hope to gain from this position?
5. What do you hope to learn in this position?

Self-Awareness Questions

1. What are your top 3 strengths? What is an area you are working on to improve?
2. How would your peers describe you?
3. What motivates you?
4. Do you prefer to work alone or on a team?
5. What is the best critical feedback you've received?

Behavioral Questions

1. Tell me about a time in which you had to juggle multiple assignments/projects at once.
2. Tell me about a difficult situation when it was desirable for you to keep a positive attitude. What did you do?
3. Describe a time you were successful. Tell me about a time you failed.
4. Describe a time you did not get along with a coworker or peer on a project and how did you handle it.
5. Describe a situation in which you found that your result was not up to you professor's or supervisor's expectations. What action did you take?

Competency-Linked Questions

Professionalism : Tell me about a time you were given a task to complete but you did not have the tools necessary to complete the task. What did you do?

Digital Technology : What tools or systems have you used to make tasks more efficient or that you've simply enjoyed using?

Diversity, Equity & Inclusion : Please share with us what diversity, equity, and inclusion mean to you and why they're important.

Problem Solving : Describe a time when you faced an unexpected challenge at work. How did you weigh the pros and cons before making a decision on what to do?

Teamwork: Describe a time when a team member came to you for help. How did you respond?

Leadership: Tell me about a time you took initiative with little or no direction.

Career Management: What are your top 3 values and how do they inform your goals?

Competencies informed by National Association of Colleges and Employers

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