

Behavioral Interview Questions

TEAMWORK

- Tell me about a time when you had to adjust to a colleague's working style in order to complete a project successfully.
- Describe a situation when working with others produced more successful results than if you had completed the project on your own.
- Tell me about a time when you were in competition with a co-worker.
- Recount a time when you worked with a colleague who was not doing their share of the work. How did you handle it?
- Describe a project you worked on that required a high level of collaboration with others, as well as what you did to ensure effective teamwork.
- Share an example of when you modified your style or approach to better cooperate with a coworker.
- Tell me about a time when you needed to gain the cooperation of outside groups.
- Give an example of when you needed information from a coworker who wasn't responsive? What did you do?
- In what ways have you contributed to your team's effectiveness?
- Please share an example of when it was significantly challenging/rewarding to be a team member.

COMMUNICATION SKILLS

- Tell me about how you delivered project results to your manager.
- Tell me about a time when you had to get someone else to see things your way.
- Describe a time when you resolved a conflict with a colleague in your past role.
- Name a time you had to convince someone to do something they did not want to do

ETHICS, HONESTY AND INTEGRITY

- Tell me about a time when you had to tell the truth and it was not for your benefit.
- Looking back at the last 1-3 years, professionally, tell me one thing you would do over if given the chance.
- Has there ever been a time when a co-worker was doing something wrong. What did you do?
- Tell me about a time your integrity was challenged at work.

PROBLEM-SOLVING

- Tell me about a time when you had limited resources and were able to bring a project to the finish line.
- Describe the most challenging work problem you faced in your last job.
- Walk me through a scenario of a process you invented or improved
- Describe one of the toughest problems you've faced recently, and how you tackled it.
- Give me an example of when your troubleshooting skills had a significant impact.
- Please share an example of when effective collaboration was key to solving a challenging problem.
- Describe a time when you used good problem solving techniques to solve a difficult work challenge.
- Tell me about a problem solving experience you had when you needed to be very resourceful.

TIME MANAGEMENT /PLANNING /ORGANIZATIONAL SKILLS

- Give me an example of when your planning skills were critical to success on a project.
- Please share an example of when your organizational skills were significantly tested.
- Describe the methods you currently use to plan or manage your time.
- If you've previously reported to multiple supervisors at the same time, how did you get to know each person's preferences and juggle conflicting priorities?
- Share an example of when were you particularly challenged to manage your time/juggle priorities.
- Describe a time when you were unable to meet your commitments and had to adjust or find alternatives.
- Describe a time when you had to delegate work to others.
- Explain how you kept your work organized in your last role.
- Tell me about a time when you had multiple competing deadlines and how you managed them.

ADAPTABILITY & RESILIENCE

- Can you describe a time when changes happened that you couldn't control? How did you react?
- Tell me about a time when you had to pivot away from a current project to address a "fire drill."
- Describe a time when you had to learn a new process or skill.
- Tell me about a time when you dealt with ambiguity.
- Can you talk about a setback you had at work? What did you do?
- Describe a time you faced a problem at work. What did you do? What would you do differently.
- Tell me about a stressful situation and how you dealt with it.
- What did you do in your last role when your workload was enormous?
- What was your most challenging day at last org?

INITIATIVE, SELF MOTIVATION & SELF AWARENESS

- Tell me how you set goals and monitored progress in your last position.
- What inspires you?
- What did you do in your last role if you thought that you might fall short of hitting a goal?
- Tell me about a time when you were given little direction on a project and how you were able to complete it?
- Describe a situation in which you exceeded requirements.
- Tell me about a time when you received feedback on your performance and you disagreed with the feedback. How did you handle the situation?
- Give me an example of how you kept yourself motivated to do a part of a job that you disliked.
- Please share an example of when you have been significantly frustrated at work.
- Describe the work environments that have best enabled you to perform well.
- How have you continued to develop your technical/non-technical skills?
- Please share examples of when you have been most energized/excited at work? When are you most de-energized/frustrated?
- What have you done/are you doing to develop yourself technically? Non-technical skills?
- Tell me the last occasion you asked for direct feedback from your manager and why?
- Thinking back on the last 1-3 years, what are you most proud of?

PERSEVERANCE/PERSISTENCE

- Share an example of when persistence was key to your overcoming an obstacle or solving a problem.
- Give me an example of when you overcame what seemed like insurmountable obstacles to succeed, or when success seemed very unlikely, but you prevailed/or didn't prevail.
- Tell me about when your job was most challenging and how you worked through it.
- Describe a time when you persisted too long and should have stopped the project sooner.

MISCELLANEOUS

- If you were starting a company tomorrow, what would be its top three core values?
- How would your friends and family describe you?
- What was your best day at X company? Why?
- If you could cherry pick aspects of your current role or culture to bring with you to your next org/team, what would they be and why?

LEADERSHIP / MANAGEMENT BEHAVIOR

- Tell me about a time you were leading a group, were assigned a goal, and did not reach it.
- Describe a time when you had to train someone.

- Tell me about a time you had a poorly performing team member
- Tell me about a time when you were successful at coaching someone to change an ineffective behavior.
- Describe a time when you led a group through a disruptive change.
- Please share an example of when you managed a conflict within a group.
- Describe your experience leading a team/group.
- Please share an example of when your leadership skills were significantly tested.
- Tell me about a time when listening to the input of team members was critical to a decision or solution.
- What have you done to set an example for others?
- Tell me about a time when you helped uncooperative colleagues work better together.
- Tell me about a time when you were successful at turning mediocre or poor individual/team performance around.
- Describe how you earned the trust and respect of new, or previously unsupportive direct reports.
- Describe a time when you played a leadership role in a change at work.
- Describe your most challenging performance management situation.

Be prepared to probe further to dig for details / specifics.

- What did you do first?
- How did you do that?
- Why did you do it that way?
- Describe your specific role.
- What steps did you take to accomplish that?
- What were you reacting to?
- How did that make you feel?
- What stood out in your mind about that?
- What did you like/not like about that?
- What was the result?
- What feedback have you received?
- What did you learn from that?
- What would you have done differently?
- Can you say more about that?

Keeping in mind the STAR method when a candidates response is too short/vague will also lend itself to diving deeper:

SITUATION What was the business problem or goal? Who was involved? What were the budgetary considerations? What were the time constraints?

TASK What did you hope to achieve? How did you come to that conclusion? Who did you consult? What information did you review to come to that conclusion?

ACTION What did you do? What tools or resources did you use? Who did you work with? What skills or experience did you draw upon? What obstacles did you encounter?

RESULT What were the business results? What positive feedback did you receive? What did you learn from the experience?