

RDC Career Services for students

Sample Behavioral Interview Questions

- Can you tell us about yourself? Go through your resume and tell us what you have done that would relate to the job we are hiring for
- What do you know about “xyz company/organization”?
- Tell us what interested you in applying for this position? How does this position fit into your career plan?
- Describe a time when you were faced with a stressful situation that demonstrated your coping skills.
- Give me a specific example of a time when you used good judgment and logic in solving a problem.
- Give me an example of a time when you set a goal and were able to meet or achieve it.
- Tell me about a time when you had to use your presentation skills to influence someone's opinion.
- Give me a specific example of a time when you had to conform to a policy with which you did not agree.
- Please discuss an important written document you were required to complete.
- Tell me about a time when you had to go above and beyond the call of duty in order to get a job done.
- Tell me about a time when you had too many things to do and you were required to prioritize your tasks.
- Give me an example of a time when you had to make a split second decision.
- What is your typical way of dealing with conflict? Give me an example.
- Tell me about a time you were able to successfully deal with another person even when that individual may not have personally liked you (or vice versa).
- Tell me about a difficult decision you've made in the last year.
- Give me an example of a time when something you tried to accomplish and failed.
- Give me an example of when you showed initiative and took the lead.
- Tell me about a recent situation in which you had to deal with a very upset customer or co-worker.
- Give me an example of a time when you motivated others.
- Tell me about a time when you delegated a project effectively.
- Give me an example of a time when you used your fact-finding skills to solve a problem.
- Tell me about a time when you missed an obvious solution to a problem.
- Describe a time when you anticipated potential problems and developed preventive measures.
- Tell me about a time when you were forced to make an unpopular decision.
- Please tell me about a time you had to fire a friend.
- Describe a time when you set your sights too high (or too low).
- When have you devoted extra long hours to your job?
- We all have disagreements or differences of opinion with our supervisor on occasion. Tell us about a disagreement you had with your supervisor and the steps you took to resolve it.
- Recall a time at work when you handled a delicate situation very effectively.
- When have you had your greatest success building team spirit?

- When have you had to be extremely well organized in order to meet your objectives? How do you keep organized?
- When have your people skills turned a situation from a negative into a positive?
- We can usually all recall a time we had to make a presentation or attend a meeting on short notice and weren't very well prepared. Tell me about the presentation or meeting you would most like to forget.
- When did you feel most satisfied about something you accomplished at work? Describe the circumstances.
- Describe the most frustrating time you had getting a concept across.
- What was your most successful presentation to colleagues, at a conference or in a class? What was it that made it particularly successful?
- Using a recent example, illustrate your best strength in interacting with people.
- How do you deal with stress?
- Describe a situation when your creativity had a positive effect on the outcome.
- When were you able to help improve a work procedure by making a good suggestion to your supervisor?
- When did your research enable you to find the right solution, not just the obvious one?
- When have you used facts and reason to persuade another person to take action?
- Sometimes it is necessary to be stubborn about a decision you have made, especially when others don't like it. Recall a time when you stuck to a decision even though it was under attack by others.
- When have you been recognized for the work that you have done?
- None of us are perfect. What about yourself would you like to change? Describe how this has affected you at work.
- Sometimes we don't catch our mistakes. Can you recall a mistake that was very embarrassing for you?
- What steps have you taken to improve your skills or performance?
- On occasion, we all wish we could change how we interact with colleagues. Tell me about a recent interaction you wish you could change.
- Tell us about feedback you presented to a co-worker on a project you were working on together.
- How did you complete a project that had unexpected and expected pressures hampering you?
- When have you taken a risk that you later regretted?
- Sometimes we don't catch our mistakes. What did you do when you made a mistake at work?
- When have you worked on a team? What was your role on the team?
- When have you gone above and beyond what is expected to complete a project?
- When were you able to help improve a work procedure by making a good suggestion to your supervisor?
- Tell us about a situation in which you took initiative.
- When have you had a conflict with a colleague or supervisor? How did you handle it?