

Common Interview Questions and Suggestions for Answers

1) Tell me about yourself.

From my experiences, the interview question, "Tell me about yourself", is one of the top interview questions asked and one of the most commonly feared. The best way to get over your fears with this question is to have a personal branding statement already committed to memory before the interview. A personal branding statement explains who you are, what strengths you bring to the position and what benefits previous employers have gained because of your employment. Below is a good example of a personal branding statement.

Example Answer: I am experienced in search engine optimization, especially strong in social bookmarking and link building.

2) What is your greatest strength?

This is a good interview question that allows you shine by telling the job interviewer what important ability you have that will help you succeed if hired for the position.

Example Answer: I consider myself an excellent problem solver as I am able to analyze a client's needs and develop a successful strategy to meet those needs.

3) What is your greatest weakness?

This interview question is also another feared question. It makes total sense that people don't want to answer this question. Why would someone want to answer a question that reflects negatively on them? To answer a question like this you'll have to use this simple strategy: Turn a negative into a positive.

Example Answer: I used to have a tough time using Microsoft Excel. I spoke with my manager and my manager came up with a strategy that would help me become competent using Microsoft Excel, while at the same time not interfering with my daily duties. Within 3 months, I was able to learn how to use Microsoft Excel a lot better and became the "go to guy" for it.

4) What do you know about our company?

This is the time you need to do your homework. Make sure you spend some time doing research about the hiring company before the interview. You will want to know company's current condition in their marketplace. You will also want to know how the company makes its money. One suggestion is to write facts and other key company information on a 4'by 6' index card so that you can study the information before the interview.

5) Why do you want to work for the company?

This interview question allows the interviewer to find out if you are serious about the position and not just applying to the job because there is a job opening. By conducting research about the company before the interview, you can provide to the interviewer key advantages that you feel will help you in your career that the company has to offer.

Example Answer: "I want to work for XYZ Company because I feel that since this company is constantly increasing its product line, that there will be a good chance for advancement into a product manager position."

6) What are your long term goals?

The job interviewer is trying to discover if you are planning to stay with the employer if hired for an extend period of time. The interviewer also wants to know how driven and loyal you are. What I always suggest, is connecting your interview answer for the position that you are interviewing for.

Example Answer: "I would like to be in a top managerial position that makes decisions affecting the bottom line."

7) Why are you leaving your current employer?

A good way to answer this interview question is not to mention anything negative about your employer. Some good interview answers for this question may include looking for an increase in salary compensation and opportunities for career advancement.

8) Why should we hire you?

The best way to prepare yourself for this interview question is to not come across as arrogant or be totally unrealistic. You should highlight your strengths while using real life experiences to back up your answer. Make sure you talk about your accomplishments and keep your answers 100% positive. Again, make sure that they know you are the best person for the job and remember it's not what they can do for you. It's what you can do for them!

9) What motivates you to be successful?

This question is normally asked to see how ambitious you are to succeed if hired for the position. There is no right or wrong answers to this interview question. Clearly, in order to answer this interview question, you need to first write down what motivates you professionally and think of some examples that display these traits.

Example Answer: "Even though money is a great motivator working in a sales position, I am most satisfied when the products and services that I provide, fit the needs of my customers."

10) Tell me about your best boss you ever had and the worst boss you ever had.

With this interview question, the interviewer is intentionally trying to find out if you hold grudges against previous employers and/or managers.