

## Interview Question 01

**How are you today?**

**Tips:**

The interviewer asks this question to show that he/she is quite caring and polite. He or she wants the candidate to be at ease before getting down to the real interview. You can politely answer him/her, "I am very well thank you."

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## Interview Question 02

**Did you have any problem, in finding our office?**

**Tips:**

- The interviewer usually asks this question to make the candidate comfortable.
  - You can answer this question with a smile like, "It was quite easy to find this place."
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## Interview Question 03

**How do you react to criticism?**

**Tips:**

- The interviewer asks this question to check whether you are a person who responds badly to negative feedback and reacts positively to criticism or not.

- In the work environment, everyone needs to be prepared to accept constructive criticism and improve to achieve goals. It is better to give an example of real-time life experience for this question.
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## Interview Question 04

### Can you tell me a little about yourself?

#### Similar Questions

- ❖ Tell me about yourself.
- ❖ Introduce yourself.
- ❖ Say about yourself.

#### Tips:

- ✓ This is one of the most commonly asked questions at the beginning of an interview.
- ✓ While answering these questions, you need to avoid giving your personal information.
- ✓ You can share some of your interests and experiences that are not directly related to work such as a favorite hobby, your education and the things that motivate you.
- ✓ If it feels intimidated to create your answer, you can rely on simple things to construct your answer.
- ✓ Also, try to relate how the position you're applying for, aligns with your future envision.

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- ✓ Avoid potentially contentious subjects like political or religious leanings, unless your answers are positive and are well-received by your interviewer.
  - ✓ Try to avoid talking about family responsibilities or hobbies too much which makes the interviewer wonder whether you could commit yourself to the job.
  - ✓ For this question, you should be prepared to talk about yourself, and your skills that fit for the job you applied.
  - ✓ Begin with a brief overview of where you are now i.e., your graduation (if you are experienced start from your current job, then graduation), internship or volunteer experience, school subjects and then finish by touching on a goal for the future.
  - ✓ Remember to be careful about the things you include in your answer.
  - ✓ Also, try to keep your answers short and sweet which sounds good to interviewers.
  - ✓ Before you choose to respond, write out the answers in advance and read aloud to ensure that it sounds natural.
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## Interview Question 05

### What are your key strengths?

#### Similar Questions:

1. What is your strength?
2. What is your greatest strength?
3. What is your biggest strength?
4. What are your strongest areas?

## 5. What do you consider to be your strength?

### **Tips:**

- ✓ The aim of this question by the interviewer is to understand how much you know about yourself and how confident you are about your strengths.
- ✓ You can switch-over the answers to these questions, as per the job profiles.
- ✓ Also, gathering the information about the job profile you applied for, will help you well in an interview.
- ✓ Whatever the profile you applied for, try to explain your strengths with experience from the past which is desirable always.

### **Examples:**

- ❖ When it comes to strengths, you need to assess your skills. Make a list of your skills that includes knowledge-based skills and transferable skills that are portable from job profiles like communication skills, problem-solving skills, etc.
- ❖ Also, assess your personal traits that are unique such as flexible, friendly, hard-working, expressive, etc.
- ❖ Some examples of strengths you might include in your answer are enthusiasm, trustworthiness, creativity, patience, respectfulness, determination, versatility, etc.
- ❖ Choose the strengths that match the job profile and the employer's expectations. Also, make sure that you can give specific examples to demonstrate your strengths.

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## Interview Question 06

### What are your key weaknesses?

#### Similar Questions:

1. What is your weakness?
2. What is your greatest weakness?
3. What is your biggest weakness?
4. What are some of your weaknesses?
5. What are your weakest areas?
6. What are your weakest skills?
7. What do you consider to be your weaknesses?
8. What would your current boss say is your weakest area?
9. Tell me about a time you failed.
10. Describe a difficult work situation and how you would overcome it.

#### Tips:

The main aim of this question by the interviewer is to find the three qualities in you, they are

#### Self-awareness:

An ideal candidate won't deny that they have real weaknesses. So, state the weakness that doesn't interfere with the duties of the job profile.

#### Honesty:

An ideal candidate won't lie about their weaknesses. So, choose a real weakness and talk about the steps that you have taken to overcome your weakness.

**Self-improvement:**

- ❖ You should include details about the steps that you are taking or taken to learn a skill or correct a weakness.
- ❖ So before answering this question, try to have an outlook about what an interviewer wants to hear when they ask for weaknesses.
- ❖ Also, stay away from personal qualities and concentrate more on professional traits.

**Examples:**

- ❖ Being too critical of yourself
- ❖ Too focused / at work
- ❖ Being unfamiliar with the latest software
- ❖ Perfectionism
- ❖ Not adept at public speaking
- ❖ Attempting to please everyone
- ❖ Taking too much responsibility
- ❖ Not detail-oriented or too detail-oriented
- ❖ Not comfortable in taking risks

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## Interview Question 07

**Why should I hire you?****Similar Questions:**

1. Sell me on yourself.
2. Should we take a chance on you?
3. What makes you different from others we are interviewing?

**Tips:**

- ✓ This question put behind you by the interviewer is to make you come up with points that make you unique and differ from other candidates.
- ✓ The interviewer is giving you the open opportunity to sell yourself.
- ✓ So, you need to do it in a way that puts you into the hot seat of talking about yourself in an open and direct manner.
- ✓ Through this, the interviewer wants to know what you consider to be the defining aspects of your background that set you apart.
- ✓ Being the open-ended question, you can go in multiple directions to differ yourself from others.
- ✓ The best approach to answer this question is to focus on your education, work experience, skills, aptitudes, and abilities which differentiate you from the competition.
- ✓ As this is a competitive posturing question, be careful in your words and make no mistake of it.
- ✓ Whatever the traits you mention in the interview, you need to be backed up with examples in the STAR technique form to show you are the best person for the position.
- ✓ Your answer should be directed towards the employer's needs, but not your personal one.

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## Interview Question 08

### What is the difference between confidence and over confidence?

#### Similar Questions:

1. What does overconfidence mean to you?
2. What do you think about overconfidence?
3. Is overconfidence good?

#### Tips:

- ❖ The purpose of this question is to determine your temperament, to see what kind of a person are you.
- ❖ To answer this question, you need to understand the difference in yourself.
- ❖ Confidence is something about believing in yourself and knowing your own values and abilities.
- ❖ Overconfidence is when you go overboard with your confidence. Overconfidence is about estimating their skill, abilities, and value higher than they have.
- ❖ They are unrealistic in their beliefs and think that they can do anything, even if it is impossible.
- ❖ Moreover, a confident person will accept their faults and tries to improve themselves but an overconfident person will believe that they have no faults and that they alone know what is best.

**Examples:**

- ✓ Confidence is the right estimation of one's skills whereas over-confidence is an extra estimation of one's skills.
  - ✓ Confidence is being proud of your accomplishments but over-confidence is having pride.
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**Interview Question 09****What is the difference between hard work and smart work?****Similar Questions:**

1. Can you say me the difference of hard work and smart work?
2. Differentiate me about hard work and smart work.

**Tips:**

- The reason behind this question is your interviewer wants to know that you will make the most efficient use of your time.
- Hard work means doing work with a lot of time on it. The work is based on old methods, concepts in which no innovation is obtained. The hard work is quantity oriented.
- Smart work means doing the same thing but spending limited time for it. Here the work is based on the modification of previous methods to obtain innovative things. Smart work is quality-oriented.'
- Smart work may involve compiling a strategic approach to the work and identifying the things that you need to do, while hard work might

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include tasks with the regular procedures without really determining in advance about finishing the task.

- To show yourself to the interviewer that you are an employee who can work smart and hard, here are a few ways:

**Examples:**

- ✓ Show how you have overcome mistakes.
- ✓ Bring up the times that you have planned.
- ✓ Provide examples when you prioritize multiple projects.

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## Interview Question 10

### What motivates you to do a good job?

**Similar Questions:**

1. What motivates you?
2. What motivates you at work?
3. What interests you about this job?
4. What motivates you to succeed at work?
5. What motivates you to do your best on the job?

**Tips:**

- Your interviewer may likely to ask you about motivation. The reason behind this question is that the interviewer is more interested in your motivation habits.
- The nature of this question makes you to give many answers that has to be acceptable.

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- Communicate your self-motivation.
  - Choose something specific to be your motivation that could be the desire to do a good job.
  - Be honest and think about what actually motivates you in the workplace and state it.
  - Be positive always and have a good attitude on your works.
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## Interview Question 11

### Are you not overqualified for this position?

#### Similar Questions:

1. Why are you applying for a position that is beneath your qualifications?
2. Don't you think, you are overqualified for this position?
3. Aren't you overqualified?
4. Are you overqualified?
5. Do you think you are overqualified for this position?

#### Tips:

- ✓ The reason behind this question is that the interviewer wants to know why you are seeking a particular position when you have the qualifications necessary to obtain a more desirable position.
- ✓ Also to check out, if you have embellished your resume or if there is any professional issue that keeps you away from finding a job equals your qualifications.

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**Here are the few things to include in your answer are,**

- i. Your most pertinent skills, traits, and experiences that qualify you for the position.
- ii. Your previous experience has prepared you to handle situations that you will likely to be handled if hired.
- iii. State the personality traits which make you a good fit for the position.
- iv. Emphasize the skills you developed that will help you to handle the responsibilities of the job.
- v. State why you think you are the best candidate for the job.
- vi. Answer the question in a positive way and assure the interviewer that you are perfectly qualified for the position, but not over-qualified for the job.

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**Interview Question 12****How long would you work for us if you are hired?****Similar Questions:**

1. How long would you expect to work for us?
2. Why do you want to work for our company for a long time?
3. How long do you plan to work here?