



## How to answer the 5 most common interview questions and GET THE JOB!

We understand how stressful it can be preparing for an interview – whether you are a “pro” at it or you have not had to interview in 10 years we think the following will help you prepare and do your best to communicate your qualifications and connect with the client- Our goal is to help you “nail” the interview and leave with a verbal offer! You can do it – Think Positive!

### **Q: "Tell me a little about yourself."**

This is your opportunity to sell yourself. Clients like candidates who are self confident, personable and able to work well within a team environment. Try to list your traits and interest with the particular job in mind – do not tell your life history but if you are interviewing for a Manager position give examples of how your leadership skills have helped your team succeed and how that made you feel – Clients like candidates who take pride in what they do – Whatever that may be – If someone has a passion for something they usually tend to do it very well – Make sure that person is you!

### **Q: "Why did you leave your last position?"**

Again, try to put a positive spin on your last position – You should NEVER talk badly about a former employer during an interview (even if it was a bad situation!). A great response for this question might be “ While X Company is a great company to work for I felt that my career was not moving in a direction that would allow me to use my core skill set - I have the highest respect for the company and I think they provide a great service but it was time for me to pursue other opportunities.” I have seen many candidates lose out on a great opportunity due to a negative attitude towards their last employer – don’t let that happen to you.

### **Q: "What are your weaknesses?"**

This does not mean going into detail about every area that you are weak in – Instead, try to put a positive spin on an area that you would like to improve in – Everyone has a different definition of “weakness” so needing a very “structured” environment in one company can be a great asset but to another company it can be a big problem. Try to learn as much about the company and environment BEFORE the interview so you will have an idea of what they are looking for. We highly recommend researching Managers on LinkedIn or other social networks to have some insight into their background.

### **Q: "What are your goals?"**

This is best answered by reiterating your objective statement on your resume. Keep your aspirations to be a vice president of marketing, own your own company or retire at 40 to yourself. Example: “I would like to secure a position as a Project Manager with an international firm that concentrates on research & development. I would like to work for a young company, such as this one, so I can get in on the ground floor and take advantage of all the opportunities that a growing firm has to offer.”

### **Q: “Why should I hire you for this position?”**

This is a great time to let your passion for your job shine! Let the client know that you would be able to hit the ground running and make an immediate positive impact within the company. Express how interested you are not only in the position available but in the company as a whole – Let the client know that you are a team player and are willing to do whatever is necessary to make to company successful – This will go a long way with the client.