Sample Interview Questions

General Questions

Question typically used to start the interview:
● Tell me about yourself.

Question relating to interest:
● Why are you interested in working with us [Department’s Name]?
● What would you look to accomplish in this position?

Question relating to strengths and areas for improvement:
● What is your biggest strength?
● What is an area of improvement for you?

Question relating to students experiences:
● Tell me about a time when you went above and beyond what was asked.

Question relating to student employment:
● How do you think you can apply what you are learning in your classes to this position?

Question relating to the role (Example: fast-paced versus steady or collaborative versus individual):
● What kind of environment do you feel you work best in and why?

Skill-Based Questions

Question on teamwork:
● Tell me about a time you were on a team. What role did you play and what was the outcome?

Question on problem solving:
● How would you approach a problem you don’t know how to solve?

Question relating to communication:
● How would you respond to received feedback from a supervisor?

Question relating to organization:
● Walk me through a time that you could not complete all of your tasks and had to prioritize.

Question relating to equity and inclusion:
● What is your approach to understanding the perspectives of others?

Question on leadership:
● Have you ever tutored, coached or mentored someone? Tell me about that experience.

Questions relating to career management:
● Give me an example of a time you had to adapt to a new situation in a short amount of time.

End of Interview
● Do you have any questions for me?

Note: Based on the job description and required qualifications, you can add or modify questions to include specific skills or requirements of the job.