



## Behavioral Interviewing Examples

Here are a few examples that may be specifically tailored to the current and anticipated challenges of the position:

### ■ Planning and organizing

Tell me about how you earn credibility. What has been your typical role on a team? Can you wear multiple hats? Give examples. How do you influence people for deliverables when you have no formal authority to do so? Describe your oral and written communication skills, and give examples. Describe how you manage time. Give examples of how you determine and manage priorities.

### ■ Flexibility

Describe a situation where you had to alter your style/approach to be successful. What was most challenging? What has been your greatest accomplishment? Why? What has been your greatest disappointment? Why? How did you apply the learning?

### ■ Organizational “fit”

Describe the ideal job. Describe the ideal work environment. Why these characteristics? Describe your ideal supervisor, as well as your expectations about colleagues. Why? Give examples of problem resolution techniques. Give examples of conflict management around people or competing interests. Give examples of your initiative. Give examples of when and how you had to deal with ambiguity. How might others describe you? Why?

As a reminder, all interview questions should relate to the candidate’s skills and qualifications and avoid matters concerning race, color, ethnic origin, national origin, gender, family and marital status, age, religion, and disabilities.

