

Career Services | Sample Behavioral Interview Questions

Planning and Organization

- Give an example of how you prioritize and organize your schedule.
- Tell me about a time you successfully met an important deadline.
- Describe a situation when you had many projects or assignments due at the same time. What steps did you take to get them all done?

Initiative

- Give an example of when you went above and beyond expectations.
- Tell me about a project you have initiated. What influenced you to begin the project?

Interpersonal Skills

- Tell me about the most challenging person you have ever interacted with.
- Give an example where you resolved a conflict.
- Describe a situation when you had to be assertive.
- Describe a situation that was successful because of your participation.

Flexibility

- Describe a situation in which you were able to overcome a personality conflict in order to get results.
- Give an example of a stressful situation in which you used coping skills to manage.

Communication Skills

- Tell me about a time when you had to explain complicated material. How did you clarify if the other person understood your explanation?
- Describe a situation where you persuaded others.
- Give me an example of how you have used active listening to help a situation.

Leadership

- Tell me about a time when you took charge of a project and achieved successful results.
- Discuss a situation where you have turned ideas into action.
- Tell me about a time you had to lead people who were resistant to your leadership.

Creativity/Innovation

- Give an example of a time you provided an innovative solution.
- What is the most creative thing you have ever done?

Decision Making

- Give an example of a time you had to make a difficult decision.
- Describe a time a peer/colleague disagreed with a decision of you.



TIP! *Remember These Interviewing Tips*

- *It is appropriate to ask the interviewer to repeat a question that is unclear.*
- *Be specific and give examples when answering questions - this adds credibility to your statements.*
- *Do not diminish your past experiences; don't say, "I was just a front desk assistant."*
- *Try to avoid filler words such as "uh", "like", "um," and "you know."*

Video: How to use the STAR method to answer behavioral interview questions.

