



Career Center
Lewis & Clark College
go.lclark.edu/career_center
503-768-7114

MOCK INTERVIEW WORKSHEET

1. Tell me about yourself.

(What the employer wants to know: What might we not know from looking at your application?
What stage are you in your career development or job search?)

2. Why did you choose to interview with _____(company or organization) today?

(What employer wants to know: Why did you decide to apply to our company? What excites you about the advertised position? Have you spoken with anyone in our company about our job opportunities? What makes working at their particular company appealing to you?)

3. Give examples of how you have demonstrated leadership inside or outside the work environment.

(What the employer wants to know: Have you led in the past? How can you bring those skills to this position? Can you be a good leader?

4. Tell me about a time when you had to make a quick decision without all of the necessary information. What happened?

(What the employer wants to know: Do you have a mature problem-solving attitude? Do you define the problem first or rush in? Do you avoid problems?)

5. Have you worked in a team environment? What were your contributions to the effort?
(What the employer wants to know: As a part of a team, what role do you play? How do you resolve conflicts? How do you respond to ideas that are different from yours?)

6. If you were to name a weakness of yours, what would that be and what are you doing to improve it?

(What the employer wants to know: Can you accurately assess your strengths? Are you knowledgeable about things that you can improve? Are there discrepancies between what you say and what your recommendations say about you?)

Note: It's a good idea to be self-reflective here, but be aware of weaknesses that could be a deal-breaker for the interviewer. When phrasing your response, pull in ways you have worked to overcome this "weakness."

7. Tell me about something you have done or created that was unsuccessful - A project or class that did not go well.

(What the employer wants to know: Can you recognize your weaknesses in action? How did you respond and address an unsuccessful project?)

8. What makes you stand out among other candidates?

(What the employer wants to know: Do you know what value you bring to the organization? What skills/experiences do you bring to the table that other candidates may not have?)

9. How does this position fit in with where you would like to be in 5-10 years?

(What the employer wants to know: Do you have a career plan? How will this position help you grow professionally? Will you be retained at this company? What do you want out of this position?)

10. Questions for me?

(What the employer wants to know: Can you engage in critical thinking about this position? What are you most curious about in regard to this position? Are you a curious person?)

Note: Try to show that you've done your research by having questions prepared that go beyond what can be easily discerned from the job posting and company website. Also be thoughtful with your wording to avoid giving them a concern.

POSSIBLE BEHAVIORAL INTERVIEW QUESTIONS

1. Describe a situation in which you had to persuade someone to see things your way.
2. Describe a time when a team member came to you for help. What was the situation? How did you respond?
3. Tell me about a time when you had to deal with someone whose personality was different from yours.
4. Tell me about a leadership role you had in an extracurricular activity. How did you lead?
5. Give me an example of a time in which you had to be relatively quick in coming to a decision. How did you handle it?
6. Give me a time where you had to carry out a directive you did not agree with. How did you handle it?
7. Describe a time when it was especially important to make a good impression on a customer/teacher/etc. How did you go about doing so?
8. Describe a time when you had to go above and beyond the call of duty to get the job done.
9. Describe a time when you saw a problem and took action to correct it rather than waiting for someone else to do so.
10. Give me examples to convince me that you can adapt to a wide variety of situations, people, and environments.
11. What makes you the best person for this job?
12. Tell me about your most successful presentation and what made it so.
13. Tell me about a class in which you were part of a study group. What role did you play in the group meetings?
14. Tell me about a meeting where you provided technical expertise. How did you ensure that everyone understood?
15. Have you ever been in a situation where someone regarded you as a threat? Describe the situation and tell how you handled this.
16. Describe a time when you took a risk that you later regretted.
17. Describe a time when you took a risk and were glad you did.
18. What goals have you set for yourself and how are you planning to achieve them?
19. Who or what has had the greatest influence in the development of your career interest?
20. What were the biggest challenges/problems you encountered in college? How did you handle them?
21. What was the toughest academic decision you have had to make? How did you make that decision?
22. What kind of work experience has been the most valuable to you and why?
23. How are you conducting your job search and how will you go about making your decision?
24. What types of situations put you under pressure and how do you handle them?
25. Tell me about an accomplishment of which you are especially proud.
26. What is the most important lesson you have learned in or out of school?