

## Sample Interview Questions:

- What are your strengths or abilities?
- What is your long-term goal?
- Why do you want to be a nurse, doctor, dentist, optometrist, physiotherapist, etc?
- What do you do in your spare time?
- How will you maintain client confidentiality?
- What stimulated your interest in health care/medicine?
- Why do you think so many people want to be physicians, dentists, optometrists, nurses, etc.?
- Pretend you are me, and I am you: What would you look for in an applicant?
- There are 100 applicants as qualified as you. Why should we choose you?
- What steps have you taken to acquaint yourself with what a physician, dentist, optometrist, nurse, etc. does?
- What would you like to do if you are not accepted into medical, dental, optometry, nursing, etc. school?
- What are your positive qualities and what are your negative qualities?
- Describe your personality.
- If your best friends were asked to describe you, what would they say?
- What do you know about our company?
- Do you have any questions about our company or the job?

## What Are Your Weaknesses?

Minimize your weakness and emphasizing your strengths. Stay away from personal qualities and concentrate on professional traits: "I am always working on improving my communication skills to be a more effective presenter. I recently joined Toastmasters, which I find very helpful."

"I pride myself on being a 'big picture' guy. I have to admit I sometimes miss small details, but I always make sure I have someone who is detail-oriented edit my work for me."

"I used to have a tendency to procrastinate. So now I am always sure to set a strict schedule for all of my projects well in advance and I set personal deadlines. This organization has really helped."

"Once in a while, I focus too much on the details of a project. So now, when I'm working on a project, I always make sure to think about the big picture and overall goal. It forces me to keep priorities straight and get done without being overwhelmed."

Your weakness should speak strongly toward your skills. The examples above all address honest weaknesses; here are a few other "safe" weaknesses that are easy to discuss:

- I tend to be a perfectionist.
- I sometimes work too hard, leading to unnecessary stress.

### **Tell Me a Little About Yourself.**

Always be prepared for this question and make your answer short and sweet. You want to tie your answer into a professional attribute or two. For example: "I work well with others," "My strong organizational skills end up making me the leader in most projects I'm on," or "I approach anything I do with gusto and put in 150 percent."

### **Why Should We Hire You?**

Summarize your experiences: "With a strong background in biology and chemistry and my volunteer experience at school and with my church, I am finding more and more that I want to work with and help people. I'm confident I would be a great addition to your team and I would learn a lot about what I want to do and other careers in health care."

### **Why Do You Want to Work Here?**

The interviewer is listening for an answer that indicates you've given this some thought. For example, "My long term goal is to become a \_\_\_\_\_ and I know this would be an excellent learning opportunity for me. I think I have the skills you are looking for in an intern and I would really like to have the chance to get some experience in health care."

### **When Were You Most Satisfied in Your Job?**

The interviewer wants to know what motivates you. If you can relate an example of a job or project when you were excited, the interviewer will get an idea of your preferences. "I was very satisfied in my last job, because I worked directly with the customers and their problems; that is an important part of the job for me."

### **What Can You Do for Us That Other Candidates Can't?**

What makes you unique? This will take an assessment of your experiences, skills and traits. Summarize concisely: "I am an excellent student who is always willing to learn, and I have the ability to build strong relationships quickly and easily."

### **What Are Three Positive Things Your Teacher or Last Boss Would Say About You?**

This is a great way to brag about yourself through someone else's words: "My boss has told me that I am the best employee he has ever had. He knows he can rely on me, and he likes my sense of humor."

## **Behavioral Questions**

- Describe a time when you were faced with a stressful situation that demonstrated your coping skills.
- Give me a specific example of a time when you used good judgment and logic in solving a problem.
- Give me an example of a time when you set a goal and were able to meet or achieve it.
- Give me a specific example of a time when you had to conform to a policy with which you did not agree.
- Tell me about a time when you had to go above and beyond the call of duty in order to get a job done.
- Tell me about a time when you had too many things to do and you were required to prioritize your tasks.
- Give me an example of a time when you had to make a split second decision.
- What is your typical way of dealing with conflict? Give me an example.
- Tell me about a time you were able to successfully deal with another person even when that individual may not have personally liked you (or vice versa).
- Tell me about a difficult decision you've made in the last year.
- Give me an example of a time when something you tried to accomplish and failed.
- Give me an example of when you showed initiative and took the lead.
- Tell me about a recent situation in which you had to deal with a very upset customer or co-worker.
- Give me an example of a time when you motivated others.
- Give me an example of a time when you used your fact-finding skills to solve a problem.
- Describe a time when you anticipated potential problems and developed preventive measures.
- Tell me about a time when you were successful in working with a group of people to complete a task or project (with other co-workers, students, sports team members, etc.).
- Tell me about a time when you had to cope with an angry or upset customer, co-worker, boss or teacher and how you dealt with it.
- Tell me about a time when you were forced to make an unpopular decision.

## **Questions for YOU to ask:**

- Can you give me an example of my summer responsibilities? Try to make sure the answer you receive is as specific as possible.
- What are the most important skills for the job?
- How would you describe your ideal candidate?
- Will I be able to rotate between departments? If there's a specific department you want to work in, you can let them know but don't let them think this is the only department you want to work in—show you are flexible and willing to learn.
- Ask if there is anything else you can provide, such as references, background information, portfolio or work samples.
- Ask about the next step in the process. Ask for the decision date. It's Important for you to know the next step so you can follow up.

**Make sure you leave knowing the names of your interviewers (i.e. Mr. or Mrs. Jones).**

**Provide your interviewers with a thank you note!!!!**