**Interviews: Common Interview Questions**

How to answer common interview questions:

**Tell me about yourself?**

Answer with comments concerning your education and work experience that fit the job you are applying for. If the interviewer asks for more personal skills, talk about your schooling, hobbies, why you chose this field, similar jobs or what you enjoy about this particular job or field.

**Why do you want to work for us?**

Be informed about the company, mention something that you read about the company that impressed you; a product or practice. Talk about how you will have an opportunity to practice your skills and learn new ones.

**What do you know about this company?**

Again, be informed about the company; check out their website, know what they do, how long they have done it, products, history, new and upcoming projects and community work. These are all things that can be mentioned.

**What are your strong points?**

Discuss what you do well. Emphasize your special skills that are relevant to the job. Have a prepared answer for this question. Never undervalue your strengths; leave the employer with the impression that you are a capable person.

**What are your weak points?**

Turn a negative into a positive. Let the employer know an area that you’re working on to improve and how. Don’t state a weakness that is key to the job you are applying to or the employer may see this as a reason not to hire you.

**Why did you leave your previous job(s)?**

If you were fired indicate why this will not happen again. Acceptable reasons to leave a job are: a need for more money, seeking more responsibility, desire more of a challenge, lay off or returning to school.

**What are your long-range plans?**

Companies want to know that, if hired, you will stay with them. It is very expensive to hire and train employees, interviewers are looking for reassurance. Before the interview consider your plans for the next two years.

**Why should we hire you?**

This is a good chance to state how your specific skills would benefit the employer or company. A prepared answer with examples of your skills works best.

**Additional Tips:**

* Don’t let the interviewer do all the work
* Back up all your responses with examples
* Do not give one word answers to a question

Note: These materials have been developed and adapted from a range of sources for the purpose of the Bruce County Job Search Club.