

**Sample Behavioral Interview Questions**

**Adaptability:**

Tell me about a time when you had to adjust to a colleague’s working style in order to complete a project or achieve your objectives.

**Analytical Skills/Problem Solving:**

Tell me about a situation where you had to solve a difficult problem. What did you do? What was your thought process? What was the outcome? What do you wish you had done differently?

**Communication:**

Give me an example of a time when you were able to successfully communicate with another person even when that individual may not have personally liked you (or vice versa). How did you handle the situation? What obstacles or difficulties did you face? How did you deal with them?

**Creativity:**

Tell me about a problem that you’ve solved in a unique or unusual way. What was the outcome? Were you happy or satisfied with it?

**Decision Making:**

Tell me about a difficult decision you've made in the last year. Describe a situation where you have had to overcome a problem or obstacle in order to move forward with something. What did you do?

**Flexibility:**

Describe a time when you put your needs aside to help a co-worker understand a task. How did you assist them? What was the result?

**Goal Setting:**

Give me an example of a time when you set a goal and were not able to meet or achieve it. What obstacles did you encounter? How did it make you feel?

**Initiative:**

What tricks or techniques have you learned to make a job easier, or to make yourself more effective? How did you learn that?

**Integrity/Honesty:**

Tell me about a time when you were forced to make an unpopular decision. Be specific and tell what you did and what was the outcome.

**Leadership:**

Tell me about a team project when you had to take the lead or take charge of the project? What did you do? How did you do it? What was the result?

**Interpersonal Skills:**

Give an example of when you had to work with someone who was difficult to get along with. How/why was this person difficult? How did you handle it? How did the relationship progress?

**Planning and Organization/Time Management:**

How do you prioritize projects and tasks when scheduling your time? Give me some examples.

**Teamwork:**

Describe a situation where others you were working with on a project disagreed with your ideas. What did you do?