



Job Interview Questions About the New Job and the Company



Q. What interests you about this job?

A. When you're asked what interests you about the job you are being interviewed for, the best way to answer is to describe the qualifications listed in the job advert, then connect them to your skills and experience. That way, the employer will see that you know about the job you have applied for (not everyone does) and that you have the skills needed to do the job.

For example, if you were interviewing for an assembly work job where you would be responsible for working to targets and putting together small parts, you will want to talk about how you were responsible for these things in your past jobs, and why you are interested in continuing to develop in this kind of job.

In all cases, you will want to show your enthusiasm along with your ability to do the job.



Q. Why do you want this job?

A. You can change these answers to fit your particular circumstances and the job you are applying for.

- This is a great opportunity and the company is a place where my skills can make a difference. It offers a great challenge. That's the kind of job I want to get up for every morning.
- I want this job because it seems suited to my skills, which include sales. As I said earlier, in a previous job I always did better than the targets set. This was good for me, the team and the company.
- I know that this is a company that is growing fast around the world. Your web site says that you are launching a new range. I want be a part of this business
- This job is a good fit for what I've been interested in throughout my career. It offers a nice mix of tasks that will keep me busy and motivated.

- I want this job selling cinema tickets because I'd be good at it. I'm good at speaking to people and handling cash. I would like a job with regular hours and I'm always on time.
- I'd fit right in as a counter assistant in your drycleaners. I know that the counter assistant position needs someone to be good at customer service, payments, bagging and phones. I like doing lots of different tasks and carried out all of these jobs in my voluntary work in the charity shop.



Q. What useful skills/ experience do you have?

A. When you are asked questions about your experience, it's important to be very specific.

The best way to answer is to describe your exact duties and to connect them to the job you are being interviewed for. Tie your experience in with the skills listed in the job description for the new position. That way, the employer will see that you have everything necessary to do the job. Focus most on your experience that matches the new job's requirements.

It's also important to be honest and truthful. Don't tell lies, because you don't know who the hiring manager will be checking with when they check your references.



Q. Are you overqualified for this job?

A. You can change these answers to fit your particular circumstances and the job you are applying for.

- I'm flattered that you think I am but I think that this job is exactly what I need. This job is so attractive to me that I'm willing to sign a contract promising to stay for a minimum of 12 months. There's no obligation on your part. How else can I convince you that I'm the best person for this position?
- I have the qualifications but need the experience. I can't think of a better company to gain that experience with.
- I'm here because this is a company on the move and I want to move up with you. With more than the skills and experience you are looking for, I will be able to deliver results for you very quickly.

- Salary is not my top priority. I will work for less money, will take direction from managers of any age, will stay up to date on technology and will be loyal to you.



Q. What can you do for this company?

A. First of all, research the company before the interview, so you know what is important to them. Answer by giving examples why your education, skills, achievements, and experience will make you an asset for the employer.

Take some time to compare your goals with objectives of the company and the job, as well as mentioning what you have achieved in your other jobs. Be positive and say again how interested you are in the company, as well as the job.



Q. Why should we hire you or why are you the best person for the job?

A. The best way to answer is to give concrete examples of why your skills and achievements make you the best candidate for the job.

Take some time to compare your goals with objectives of the company and the position, as well as mentioning what you have achieved in your other jobs. Be positive and say again how interested you are in the company, as well as the job.



Q. What do you know about this company?

A. Prepare before the interview and find out as much as you can about the company. You can do this online.

Use the information you have gathered to write a bullet point list of information that you can easily remember during the interview. Taking the time to research will help you make a good impression with how much you know about the company.



Q. Why do you want to work here?

A. The best way to answer this question is, first of all, to be prepared and know as much as you can about the company.

Spend some time researching the company so you can talk about the reasons why you want to work for them.

Compare your goals with the company objectives and the job, then say why you would be an asset to the employer. Let the interviewer know what you can do for the company.

Even though the question is about why you want to work here, you still need to convince the interviewer that hiring you will benefit the company.



Q. What challenges are you looking for in a position?

A. The best way to answer questions about the challenges you are looking for is to talk about how you could use your skills and experience if you were hired for the job.

You can also mention that you like challenges, can meet them and have the flexibility and skills needed to do this job.



Q. What can you contribute to this company?

A. The best way to answer this is to give examples of what you have achieved in the past, and relate them to what you can achieve in the future.

Give examples of things you have done in your other jobs and goals you have achieved.

You will want to let the interviewer know that you have the skills needed to do the job they are hiring for. They need to know that you can meet challenges, are flexible and can work well with others.



Q. Are you willing to travel?

A. When you are asked if you are willing to travel during an interview, be honest. There's no point in saying "yes" if you would prefer to be home five nights a week.

It is okay to ask how much travel is involved. That way, you can weigh how much you would need to be on the road and make a

decision as to whether the amount of travel needed fits in with your lifestyle.

What's most important is to get a good understanding of what's involved before you are offered the job, rather than being (unpleasantly) surprised after you have already been hired.



Q. What is good customer service?

A. The interviewer wants to know what you consider quality customer service and how you would be willing to provide it to customers.

Here are some sample answers you can use to answer questions about good customer service.

- Good customer service means having good knowledge of what you are selling, and being able to help customers make the best choices for them.
- Good customer service is treating customers with a friendly, helpful attitude.
- Good customer service means helping customers efficiently, in a friendly manner. It's one of the things that can set your business apart from the others.



Q. Is there anything I haven't told you about the job or company that you would like to know?

A. It's your turn! As the interview comes to a close, one of the final questions you may be asked is "What can I answer for you?" Have interview questions of your own ready to ask.

Interview Questions to Ask

- How would you describe the job duties?
- How would you describe a normal week/day in this job?
- Is this a new position? If not, what did the previous employee go on to do?
- What is the company's management style?
- Who does this position report to? If I am offered the position, can I meet him/her?

- How many people work in this office/department?
- How much travel is expected?
- What is the typical work week? Is overtime expected?
- What are the prospects for promotion?
- What do you like about working here?
- What don't you like about working here and what would you change?
- Would you like a list of references?
- If I am offered a job, how soon would you like me to start?
- When can I expect to hear from you?
- Are there any other questions I can answer for you?
- **Interview Questions NOT to Ask**
- What does this company do? (Do your research ahead of time!)
- If I get the job when can I take time off for a holiday? (Wait until you get the offer to mention prior commitments)
- Can I change my hours if I get the job?
- Did I get the job? (Don't be impatient. They'll let you know.)