

Interview Question Matrix



Question	Question Rationale														Your answer		
	Self-awareness	Commitment	Teamwork	Communication	Analytical/Problem Solving	Leadership	Interpersonal skills	Willingness to learn	Initiative	Innovation/Creativity	Time Management	Organisational/Planning	Career management	Awareness of role		How you make life choices	Motivation/Preparation
Tell me about yourself.	✓													✓		✓	
What skills and qualities can you bring to this role?	✓		✓	✓	✓	✓	✓	✓	✓	✓	✓			✓		✓	
What do you think are the most important skills for this role?	✓		✓	✓	✓	✓	✓	✓	✓	✓				✓		✓	
Why do you want to work for us?		✓											✓	✓	✓	✓	

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What do you know about COMPANY NAME?		✓												✓		✓	
Who are our main competitors and how would you compare us to them?		✓														✓	
Why did you choose to study YOUR DEGREE in ...?	✓	✓											✓	✓	✓		
Why did you choose to study at XXX university?	✓												✓	✓	✓		

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What have you enjoyed least during your course?	✓							✓								✓	
What have you enjoyed the most during your course?	✓		✓					✓								✓	
Tell me about a time when you encountered a problem while working as part of a group.			✓	✓	✓		✓	✓									
➤ How did you resolve the problem?		✓			✓			✓	✓								
➤ Why did you choose to resolve in this way?					✓												

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➤ <i>What did you learn?</i>	✓				✓			✓									
➤ <i>What would you do differently next time?</i>	✓							✓									
What facilitates good teamwork?			✓				✓										
What type of role do you tend to take on when working in a team?			✓														
How have you used your initiative to improve a situation/way of doing something?				✓					✓	✓							

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What are your weaknesses?	✓							✓								✓	
How would your best friend describe you?	✓			✓			✓	✓								✓	
Tell me about your extra-curricular activities.		✓	✓				✓		✓								
Tell me about a time when your leadership ability to overcome a problem or challenge		✓		✓	✓	✓	✓										

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Innovation is key to our company's success. How have you demonstrated the ability to innovate?										✓							
Tell me about a situation in which you were in charge and the outcome was negative.	✓					✓	✓	✓									
Tell me about a situation when you had to persuade someone agree with your point of view.				✓			✓										
How do you deal with difficult people?				✓			✓										

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How do you cope under pressure?					✓						✓	✓					
Tell me about a time when you had several deadlines to meet. How did you go about prioritising your workload?					✓						✓	✓					
Where do you see yourself in 5 years' time?	✓	✓											✓		✓	✓	
Are you waiting to hear from other companies?		✓											✓			✓	
Would you like to ask me any questions?		✓											✓	✓	✓	✓	