

1 :: What steps do you take when there is an immediate decision to be made, but without having all the data available?

Applicant should appear to be capable of coping with stressful decisions. They should be resourceful while working under pressure and should not appear to be anxious about the situation.

2 :: Describe a time when you made your resources stretch beyond the point that you or others thought was realistic.?

Applicant should not appear to be wasteful, economically-thoughtful with company information, equipment, and materials.

3 :: When deciding how to organize your work, how do you assess what tasks need to be given priority?

Applicant should be focused when deciding which tasks need to be done first. Their idea of organizing tasks should not make the applicant nervous.

4 :: When there is too much work to be completed in one day how do you prioritize your tasks?

Job seeker should be capable of focusing on the most important tasks, not merely bury themselves in work, and be able to complete job tasks in a timely manner.

5 :: When was the last time that you tried a new idea to improve your work performance?

Applicant should not be resistant to change; they should be capable of creating more functional work practices.

6 :: if you were confronted about an error, for which you were not personally responsible, how would you explain yourself?

Applicant should be resourceful and calm when explaining an error without being controversial and confrontational.