

Interview Questions Answers

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About Interview Questions Answers

Interview Questions Answers. ORG is an interview preparation guide of thousands of Job Interview Questions And Answers, Job Interviews are always stressful even for job seekers who have gone on countless interviews. The best way to reduce the stress is to be prepared for your job interview. Take the time to review the standard interview questions you will most likely be asked. These interview questions and answers on Contract Management Manager will help you strengthen your technical skills, prepare for the interviews and quickly revise the concepts.

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Question - 1:

How do you think you might fit this position As Contract Management Manager?

Ans:

An important part of research before the interview is what the company does and how the job role relates to that. This includes the company philosophy and working methods. Questions such as this seek to find out how a candidate will fit into the organisation As Contract Management Manager. Answer positively; including practical examples of how you anticipate you would perform in the new role.

View All Answers

Question - 2:

How do you think your colleagues at your last job would describe you?

Ans:

While your CV will say a lot about your work history As Contract Management Manager, the interviewer will most likely look for greater detail with questions such as this. Be positive about previous experience, highlighting your own strengths.

View All Answers

Question - 3:

What are your strengths As Contract Management Manager?

Ans:

This is one of the most common questions you will be asked. Give an answer relevant to the skills and qualities relevant to the position you are applying to. The interviewer is trying to find if your strengths match the job. For example, if you are applying for a job As Contract Management Manager where accuracy is an important issue, one of your strengths could be that you have an eye for detail. It may useful to find different words to describe similar attributes and qualities in order to avoid repetition.

View All Answers

Question - 4:

What did you like least about your last (or current) job As Contract Management Manager?

Ans:

Don't vent or focus on the negative with brutally honest answers such as "My boss was a jerk," or "The company culture was too politically correct," or "They just weren't giving me the opportunity to take my career to the next level." Instead, keep the emphasis on the positive, even though there are sure to be things you weren't happy about.

View All Answers

Question - 5:

What is your biggest weakness As Contract Management Manager?

Ans

No one likes to answer this question because it requires a very delicate balance. You simply can't lie and say you don't have one; you can't trick the interviewer by offering up a personal weakness As Contract Management Manager that is really a strength ("Sometimes, I work too much and don't maintain a work-life balance."); and you shouldn't be so honest that you throw yourself under the bus ("I'm not a morning person so I'm working on getting to the office on time.")

View All Answers

Question - 6:

What is your greatest strength As Contract Management Manager?

Ans:

This is your time to shine. Just remember the interviewer is looking for work related strengths As Contract Management Manager. Mention a number of them such as



being a good motivator, problem solver, performing well under pressure, being loyal, having a positive attitude, eager to learn, taking initiative, and attention to detail. Whichever you go for, be prepared to give examples that illustrate this particular skill.

View All Answer.

Question - 7:

How would your former employer describe you?

Ans:

In all likelihood, the interviewer will actually speak with your former employer so honesty is key. Answer as confidently and positively as possible and list all of the positive things your past employer would recognize about you. Do not make the mistake of simply saying you are responsible, organized, and dependable. Instead, include traits that are directly related to your work as a medical assistant, such as the ability to handle stressful situations and difficult patients, the way you kept meticulous records, and more.

View All Answers

Question - 8:

What can you tell me about team work as part of the job As Contract Management Manager?

Ans:

There is usually a team of staff nurses working in cooperation with each other. A team of nurses has to get along well and coordinate their actions, usually by dividing their responsibilities into sectors or specific activities. They help each other perform tasks requiring more than one person.

View All Answers

Question - 9:

What challenges are you looking for in this position?

Δns·

A typical interview question to determine what you are looking for your in next job, and whether you would be a good fit for the position being hired for, is "What challenges are you looking for in a position As Contract Management Manager?" The best way to answer questions about the challenges you are seeking is to discuss how you would like to be able to effectively utilize your skills and experience if you were hired for the job. You can also mention that you are motivated by challenges, have the ability to effectively meet challenges, and have the flexibility and skills necessary to handle a challenging job. You can continue by describing specific examples of challenges you have met and goals you have achieved in the past.

View All Answers

Question - 10:

What do you already know about our company?

Ans:

Good reputation of a large home grown company that has various departments and product.

View All Answers

Question - 11:

Why do you feel you will excel at rhis job?

Ans:

This question presents an excellent opportunity for you to discuss your education, qualifications and personal traits. You might say something like "I studied property management as well as behavior during my college years and I have two years' experience in real estate.

I can gauge the homes or apartments in which clients will be interested based solely upon the needs of their families. Finally, my organizational skills will allow me to schedule appointments or showings confidently and arrive for them punctually." This shows your interviewer that you have all of the skills necessary to become successful not only for yourself, but also for your employer.

View All Answers

Question - 12:

Why should I hire you As Contract Management Manager?

Ans:

To close the deal on a job offer, you MUST be prepared with a concise summary of the top reasons to choose you. Even if your interviewer doesn't ask one of these question in so many words, you should have an answer prepared and be looking for ways to communicate your top reasons throughout the interview process.

View All Answers

Question - 13:

Describe to me the position As Contract Management Manager you're applying for?

Δne-

This is a "homework" question, too, but it also gives some clues as to the perspective the person brings to the table. The best preparation you can do is to read the job description and repeat it to yourself in your own words so that you can do this smoothly at the interview.

View All Answers

Question - 14:

Do you have good computer skills?

Ans:

It is becoming increasingly important for medical assistants to be knowledgeable about computers. If you are a long-time computer user with experience with



different software applications, mention it. It is also a good idea to mention any other computer skills you have, such as a high typing rate, website creation, and more. View All Answers

Question - 15:

Explain an idea that you have had and have then implemented in practice?

Ane:

Often an interview guide will outline the so-called 'STAR' approach for answering such questions; Structure the answer as a situation, task, action, and result: what the context was, what you needed to achieve, what you did, and what the outcome was as a result of your actions.

View All Answers

Question - 16:

How do you plan to go by an example for your subordinates?

Anc.

Sticking to the rules by yourself, working hard and not mind participating on basic tasks is a good answer.

View All Answers

Question - 17:

How many square feet of pizza are eaten in the United States each month?

Ans:

This is a classic guesstimate question where you need to think aloud. And so first off you round the U.S. population to 300 million people (it's actually about 315 million but rounding will be much easier and your interviewer will not score you lower for rounding). Then estimate how many people eat pizza. A decent educated guess is two out of every three people, or 200 million. Now let's say the average pizza-eating person eats pizza twice a month, and eats two slices at a time. That's four slices a month. If the average slice of pizza is perhaps six inches at the base and 10 inches long, then the slice is 30 square inches of pizza. So, four pizza slices would be 120 square inches (30 times 4).

Since one square foot equals 144 square inches (12 times 12), let's assume that each person who eats pizza eats one square foot per month. Since there are 200 million pizza-eating Americans, 200 million square feet of pizza are consumed in the U.S. each month. To summarize: 300 million people in America, 200 million eat pizza, average slice of pizza is six inches at the base and 10 inches long or 30 square inches, average American eats four slices of pizza a month, four pieces times 30 square inches equals 120 square inches (one square foot is 144 square inches), so let's assume one square foot per person, and thus one square foot times 200 million people equals 200 million square feet of pizza a month.

View All Answers

Question - 18:

How would you observe the level of motivation of your subordinates?

Ans:

Choosing the right metrics and comparing productivity of everyone on daily basis is a good answer, doesn't matter in which company you apply for a supervisory role.

View All Answers

Question - 19:

What are three positive things your last boss would say about you?

Ans:

It's time to pull out your old performance appraisals and boss's quotes. This is a great way to brag about yourself through someone else's words: "My boss has told me that I am the best designer he has ever had. He knows he can rely on me, and he likes my sense of humor."

View All Answers

Question - 20:

What are your salary expectations As Contract Management Manager?

Ans:

This question is like a loaded gun, tricky and dangerous if you're not sure what you are doing. It's not uncommon for people to end up talking salary before really selling their skills, but knowledge is power as this is a negotiation after all. Again, this is an area where doing your research will be helpful as you will have an understanding of average salary.

One approach is asking the interviewer about the salary range, but to avoid the question entirely, you can respond that money isn't a key factor and you're goal is to advance in your career. However, if you have a minimum figure in mind and you believe you're able to get it, you may find it worth trying.

View All Answers

Question - 21:

What do you think we could do better or differently?

Ans:

This is a common one at startups. Hiring managers want to know that you not only have some background on the company, but that you're able to think critically about it and come to the table with new ideas. So, come with new ideas! What new features would you love to see? How could the company increase conversions? How could customer service be improved? You don't need to have the company's four-year strategy figured out, but do share your thoughts, and more importantly, show how your interests and expertise would lend themselves to the job.

View All Answers

Question - 22:



What is your biggest achievement?

Anc

Quality work to be is about doing work to the require or set standard, which is very important when it comes to warehouse operations.

View All Answers

Question - 23:

What is your greatest weakness As Contract Management Manager? What are you doing to improve it?

Ans:

I believe my biggest weakness As Contract Management Manager is wanting to help anyone I can help. What I mean is I am willing to take on task that are not my job. I want to learn all I can. However, that has helped me get promoted or even asked to help in times of need in other department. I have been know as the "go to person" when help is needed.

View All Answers

Question - 24:

What schedule do you hope to work? Are you willing to work extra hours?

Ans:

Be honest. If you really want the job and are willing to work any schedule needed, say so. If, however, you have no intention of working late hours or weekends, simply let the interviewer know the hours that you are available to work. The same applies to extra hours. You are more likely to be hired if you are willing to work any time you are needed. However, saying that you are willing and then complaining about the hours once you start working is a recipe for disaster.

View All Answers

Question - 25:

What type of work environment do you prefer?

Ans:

Ideally one that's similar to the environment of the company you're applying to. Be specific.

View All Answers

Question - 26:

What's a time you exercised leadership?

Ans:

Depending on what's more important for the role, you'll want to choose an example that showcases your project management skills (spearheading a project from end to end, juggling multiple moving parts) or one that shows your ability to confidently and effectively rally a team. And remember: "The best stories include enough detail to be believable and memorable,". Show how you were a leader in this situation and how it represents your overall leadership experience and potential.

View All Answers

Question - 27:

Why should the we hire you as this position As Contract Management Manager?

Ans:

This is the part where you link your skills, experience, education and your personality to the job itself. This is why you need to be utterly familiar with the job description as well as the company culture. Remember though, it's best to back them up with actual examples of say, how you are a good team player.

View All Answers

Question - 28:

Are you planning to continue your studies and training As Contract Management Manager?

Ans:

If asked about plans for continued education, companies typically look for applicants to tie independent goals with the aims of the employer. Interviewers consistently want to see motivation to learn and improve. Continuing education shows such desires, especially when potentials display interests in academia potentially benefiting the company.

Answering in terms of "I plan on continuing my studies in the technology field," when offered a question from a technology firm makes sense. Tailor answers about continued studies specific to desired job fields. Show interest in the industry and a desire to work long-term in said industry. Keep answers short and to the point, avoiding diatribes causing candidates to appear insincere.

View All Answers

Question - 29:

How have you changed in the last five years?

Ans

All in a nutshell. But I think I've attained a level of personal comfort in many ways and although I will change even more in the next 5-6 years I'm content with the past 6 and what has come of them.

View All Answer

Question - 30:

What have you done to improve your skills over the past year As Contract Management Manager?

Ans:



You'll want to be prepare with some very specific examples of what you've done over the last year and what you're currently doing to improve your professional knowledge and skill set as well as anything else you're doing the shows self improvement.

View All Answers

Question - 31:

Why do you think you'll do well at this job?

Anc

Provide several reasons including skills, experience and interest. If you can show how you've been successful in a similar career field or job position that will go along way to helping the interviewer believe you'll also be successful at this new job.

View All Answers

Question - 32:

If you were hiring a person for this job As Contract Management Manager, what would you look for?

Ans:

Discuss qualities you possess required to successfully complete the job duties.

View All Answers

Question - 33:

Describe your work ethic?

Ans:

While discussing this, be sure to stress specific examples of what you bring to the company. Good qualities include resolve to fulfill job responsibilities, optimism, and a desire to be as efficient as possible while at work.

View All Answers

Question - 34:

Explain what are your weaknesses As Contract Management Manager?

Ans:

Red flags: This is the peanut butter to the previous question's jelly. Again, everyone should expect it, so it's a bad sign if someone seems totally unprepared, or gives a stock answer like, "I'm a perfectionist." Also, of course, candidates crazy enough to blurt out some horrible personality trait should go in the red flagged pile. Good answer: Candidates should talk about a real weakness they've been working on improving. For instance, they're not good at public speaking, but they've been taking a course to help them improve. Or maybe they feel that they're easily distracted when working online, but have installed software that helps them stay on task. Answers like these show a desire for improvement, self awareness and discipline.

View All Answers

Question - 35:

What do you consider ethical spending on an expense account?

Ans

It depends on the role - but the better way to answer this is to ask the interviewer what their expectations are with regards to what the role can expense and then simply state that you'll stay within those parameters

View All Answers

Question - 36:

If you have multiple projects on your plate, how do you handle completing them on time?

Ans:

Prioritize based on business importance. Set clear timelines for each so that you know which ones to knock out first. Get your teammates to help if necessary.

View All Answers

Question - 37:

Give me an example of a time when you set a goal and were able to meet or achieve it?

Ans:

Show that you set great goals and the process and steps you took to achieve it. Details really matter here.

View All Answers

Question - 38:

Describe yourself in three words?

Ans:

Pick three adjectives but then back up each with a real life story that demonstrates those characteristics.

View All Answers

Question - 39:

How do you feel about this company's vision?

Ans:



First find out where the company envisions itself in 3-5 years. If you can't find the vision of the company, that's probably a big question mark on the company itself. Once you do, identify how those company's visions align to your personal values and goals and then articulate how tightly correlated that is to the interviewer. For example - this company wants to be the #1 provider of green technology in the world and I feel strongly about that vision because we've got a chance to collectively impact the world to become a greener society and save our clients at the same time!

View All Answers

Question - 40:

How do you feel about giving back to the community?

Ans:

Describe your charitable activities to showcase that community work is important to you. If you haven't done one yet, go to www.globalguideline.com - charitable work is a great way to learn about other people and it's an important part of society - GET INVOLVED!

View All Answers

Question - 41:

How has school prepared you for this job role?

Ans:

Think back to how you've interacted with your peers to develop social skills, how you've worked with classmates on projects to develop teamwork and collaborative skills, how you've developed discipline through studying, how the courses have helped your creativity, and how the classes you've taken have impacted your analytical / problem solving / reasoning skills.

View All Answers

Question - 42:

What types of books or magazines do you typically read?

Anc.

Describe both your personal and professional favorites. If you happen to like professional books / magazines that relate to the industry of the company you're applying for - that's definitely worth highlighting.

View All Answers

Question - 43:

How important is the vision of the company to you?

Ans:

It should be very important if you want a long standing career. Remember, you're investing your time, energy and earnings potential into a company so you want to make sure it's a sustainably successful company that will grow with you over the long haul.

View All Answer:

Question - 44:

Do you have the ability to articulate a vision and to get others involved to carry it out?

Ans:

If yes, then share an example of how you've done so at work or college. If not, then discuss how you would do so. Example: "I would first understand the goals of the staff members and then I would align those to the goals of the project / company. Then I would articulate the vision of that alignment and ask them to participate. From there, we would delegate tasks among the team and then follow up on a date and time to ensure follow through on the tasks. Lastly, we would review the results together."

View All Answers

Question - 45:

If you could offer suggestions on how to improve our company, what would you say?

Ans

Examine the trends of the company and also where there may be some weaknesses (news articles often document this on public companies or look at their competitors to see how they're positioning it against them.) Then, once you have that knowledge, think creatively on how you could improve upon that weakness for them.

View All Answers

Question - 46:

What are your thoughts on failure?

Ans:

Failure happens. It's a part of life. The key is understanding that you can't be perfect at everything and more importantly you're going to learn from failures to come out stronger.

View All Answers

Question - 47:

Have you ever been fired and if yes, why?

Ans

Answer this as positively as possible and try to avoid disparaging the company you had previously worked for. The key is to accept the fact that yes, you were fired, but you've learned from the mistakes that got you there and you're better now because of it. If you haven't been fired, well, then this question's a piece of cake isn't it?



View All Answers

Question - 48:

How would you define success?

Ans.

Success is defined differently for everybody. Just make sure the parameters are defined by you with regards to work life balance, financial gain, career growth, achievements, creating meaningful work / products and so forth. If you can clearly articulate what it means to you that is a strong answer.

View All Answers

Question - 49:

What would you like to have accomplished by the end of your career?

Ans:

Think of 3 major achievements that you'd like to accomplish in your job when all is said and done - and think BIG. You want to show you expect to be a major contributor at the company. It could be creating a revolutionary new product, it could be implementing a new effective way of marketing, etc.

View All Answers

Question - 50:

How good are you at problem solving?

Ans:

Describe the problem first and then discuss how you were able to fix it.

View All Answers

Question - 51:

How do you prioritize your work initiatives As Contract Management Manager?

Ans:

Discuss how you prioritize your work initiatives based on the company initiatives. For example, if you're in customer service discuss how you're focused on providing the best customer experience.

View All Answers

Question - 52:

Why should we give you this job As Contract Management Manager when someone else is equally qualified?

Ans:

Describe how you're unique, but make sure you tie it to the job responsibilities and how you would impact the company. For example, "I believe my unique programming skills and experience in developing over 18 best selling iphone apps will help the company develop high quality applications faster than my competitors"

View All Answers

Question - 53:

If I talked to your three biggest fans, who would they be and why?

Ans

If you can reference three professionals with executive titles (CXO, VP, Director, Manager), that carries a lot of weight. Make sure you highlight how you've helped them achieve their biggest objectives and how that's made them your fan.

View All Answers

Question - 54:

What are the goals you've set for yourself?

Ans:

You could discuss your goals with regards to these categories: Career goals, impact you want to leave on society, financial goals, academic goals, charitable goals. View All Answers

Question - 55:

What have you done to improve yourself in the last year As Contract Management Manager?

Ans:

Discuss how you've improved yourself through work experiences, books you've read, classes, club(s) / extracurricular activities and describe the process on how it's happened. For example: I've improved my presentation skills tremendously because I've had to do 2 presentations this year for my communications class.

View All Answers

Question - 56:

Describe a time when you've been overwhelmed with work?

Ans:

Show how you were able to over the "overwhelmed" feeling - by delegating tasks, getting people on your team to help you out, or by prioritizing your work and focusing on the most important issues first As Contract Management Manager.



View All Answers

Question - 57:

Who was your favorite manager and why?

Ans.

Describe the attributes you liked about your favorite manager, typically attributes discussed are: Great at coaching, inspiring, motivating, empowering, trusting, delegating, leading, etc.

View All Answers

Question - 58:

What are you most proud of?

Ans:

You should be proud of all your achievements As Contract Management Manager! We just don't have time to hear them all as interviewers most likely. Focus on 1 really good achievement that showcases characteristics like the following: Integrity, competitiveness, resourcefulness, intelligence, persistence, and so forth.

View All Answers

Question - 59:

What is your greatest fear?

Ans:

We all have fears. It's okay to discuss them. Just don't dive too deeply into them. Discuss how you would work to overcome your fears. You don't want to seem weak. You want to acknowledge it's out there but that you'll be able to work through it.

View All Answers

Question - 60:

What is your greatest achievement outside of work As Contract Management Manager?

Ans:

This is a great opportunity for you to discuss how you've given back to the community, how you've achieved in a competitive extracurricular activity (think sports or clubs), how you've mentored others, and so forth.

View All Answers

Question - 61:

What are the qualities of a good leader As Contract Management Manager? A bad leader?

Ans:

A good leader provides constructive criticism, motivates and inspires, coaches the mentee to be successful with their set of skills, and encourages them to push themselves. A bad leader only cares about his/her own interests and does not look out for the success of his/her staff.

View All Answers

Question - 62:

Do you think a leader should be feared or liked?

Ans:

Liked. You want to work harder for people that inspire and motivate you. Fear only lasts for so long.

View All Answers

Question - 63:

Tell me one thing about yourself you wouldn't want me to know?

Ans:

Talk about a trait that you would consider a weakness. No need to talk about your deepest darkest secrets here.

View All Answers

Question - 64:

How would you go about establishing your credibility quickly As Contract Management Manager with the team?

Ans:

Fully understand my responsibilities, work hard and exceed expectations, learn as much as possible, help others as much as possible, understand what my teammates' goals and needs are, be on time, and gain a mentor.

View All Answers

Question - 65:

If selected for this position As Contract Management Manager, can you describe your strategy for the first 90 days?

Ans:

This depends on the job role. Make sure you break it down into

View All Answers



Question - 66:

How do you rate yourself in computer skills? Please describe the programs and software that you can use well?

Anc.

Ideally you want to able to type quickly, have the ability to effectively use Microsoft Office, and more importantly be able to quickly adapt to computer / technology skills. More and more it's become an integral part of work. If the job doesn't require technology skills - then this question shouldn't be asked!

View All Answers

Question - 67:

How did you become interested in this field/industry?

Anc.

Describe how you've come to develop a passion or interest in this industry and use variables like "culture, people, vision, career development, and the work itself" to define your choice

View All Answers

Question - 68:

How much time do you need to join the organization As Contract Management Manager?

Ans:

You should be able to join it right away, barring plans you've already made (family travel, vacation, other obligations). The key is to simply be open in communication of what's already committed on your schedule. Most companies are accommodating. If they are not, weight the importance of joining that company vs. your plans.

View All Answers

Question - 69:

Are you aggressive?

Ans:

If you are, describe it through a story / experience that you had. If you aren't, then explain why you're not. If the job role asks for you to be aggressive/not aggressive and you're the opposite of it, explain how you would develop that characteristic.

View All Answers

Question - 70:

What specific steps do you utilize in solving workplace problems?

Ans:

Analyze the problem As Contract Management Manager. Discuss possible remedies and resulting outcomes. Decide on the remedy and track results. Re-visit problem if it's not resolved.

View All Answers

Question - 71:

What kind of work interests you the least As Contract Management Manager?

Ans:

What bores you? What fails to challenge you? What fails to excite you?

View All Answers

Question - 72:

What is more important to you money or success?

Ans:

First ask yourself that question before the interview - what are your priorities? Are money and success actual one in the same goal for you? If not, what's more important based on how do you define success?

View All Answers

Question - 73:

Tell me about the last time you missed a goal or deadline?

Ans:

Unless you're a completely perfect person, chances are you've messed up before on a goal/deadline. If so, discuss how you fell short and what you would have done in retrospect to achieve it.

View All Answers

Question - 74:

What do you expect from this job As Contract Management Manager?

Ans

Talk about the potential career development, your career aspirations, your work relationships and the learning you'll receive.

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