

# ETD Job Interview Questions And Answers



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## ETD Interview Questions And Answers Guide.

### Question - 1:

How do you think you might fit this position Regarding ETD?

#### 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 Regarding ETD. Answer positively; including practical examples of how you anticipate you would perform in the new role.

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### Question - 2:

Tell me a difficult situation you have overcome in the workplace?

#### Ans:

Conflict resolution, problem solving, communication and coping under pressure are transferable skills desired by many employers Regarding ETD. Answering this question right can help you demonstrate all of these traits.

\* Use real-life examples from your previous roles that you are comfortable explaining

\* Choose an example that demonstrates the role you played in resolving the situation clearly

\* Remain professional at all times - you need to demonstrate that you can keep a cool head and know how to communicate with people

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### Question - 3:

What education or training have you had that makes you fit for this profession Regarding ETD?

#### Ans:

This would be the first question asked in any interview. Therefore, it is important that you give a proper reply to the question regarding your education. You should have all the documents and certificates pertaining to your education and/or training, although time may not allow the interviewer to review all of them.

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### Question - 4:

What is your biggest weakness Regarding ETD?

#### 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 Regarding ETD 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.")

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### Question - 5:

What's your management style?

#### Ans:

The best managers are strong but flexible, and that's exactly what you want to show off in your answer. (Think something like, "While every situation and every team member requires a bit of a different strategy, I tend to approach my employee relationships as a coach...") Then, share a couple of your best managerial moments, like when you grew your team from five to 15 or coached an underperforming employee to become the company's top employee.

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### Question - 6:

Why do you want this job Regarding ETD?

#### Ans:

This question typically follows on from the previous one. Here is where your research will come in handy. You may want to say that you want to work for a company that is Global Guideline, (market leader, innovator, provides a vital service, whatever it may be). Put some thought into this beforehand, be specific, and link the company's values and mission statement to your own goals and career plans.



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**Question - 7:**

Why was there a gap in your employment Regarding ETD?

**Ans:**

If you were unemployed for a period of time, be direct and to the point about what you've been up to (and hopefully, that's a litany of impressive volunteer and other mind-enriching activities, like blogging or taking classes). Then, steer the conversation toward how you will do the job and contribute to the organization: "I decided to take a break at the time, but today I'm ready to contribute to this organization in the following ways."

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**Question - 8:**

Would you like doing repetitive work?

**Ans:**

Why not, I am not only doing a repetitive work but also earning but also getting a good salary by the company Regarding ETD. And second thing is that nothing is interesting in the life till we are not interested.

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**Question - 9:**

Did you get on well with your last manager?

**Ans:**

A dreaded question for many! When answering this question never give a negative answer. "I did not get on with my manager" or "The management did not run the business well" will show you in a negative light and reduce your chance of a job offer. Answer the question positively, emphasizing that you have been looking for a career progression. Start by telling the interviewer what you gained from your last job Regarding ETD

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**Question - 10:**

Do you like being around people?

**Ans:**

People skills are a necessity for medical assistants. When answering this question, be sure to show that you enjoy interacting and working with others and that you also derive great enjoyment from helping others. This will show that you are a team player and that you would be a valuable team member Regarding ETD.

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**Question - 11:**

How do you deal with conflict in the workplace Regarding ETD?

**Ans:**

When people work together, conflict is often unavoidable because of differences in work goals and personal styles. Follow these guidelines for handling conflict in the workplace.

- \* 1. Talk with the other person.
- \* 2. Focus on behavior and events, not on personalities.
- \* 3. Listen carefully.
- \* 4. Identify points of agreement and disagreement.
- \* 5. Prioritize the areas of conflict.
- \* 6. Develop a plan to work on each conflict.
- \* 7. Follow through on your plan.
- \* 8. Build on your success.

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**Question - 12:**

How do you imagine a typical day of an employee in our company Regarding ETD?

**Ans:**

Just do not say that you imagine to only walk and watch what people do. Rather try to show them your attention to details and proactive attitude to job. Mention that you would try to observe the problems, weaknesses as well as opportunities to improve the results and take measures according to it.

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**Question - 13:**

If you have seven white socks and nine black socks in a drawer, how many socks do you have to pull out blindly in order to ensure that you have a matching pair?

**Ans:**

if the first one is one color (say, white), and the second one is the other color (black), then the third one, no matter what the color, will make a matching pair. (Sometimes you're not supposed to think that hard.)

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**Question - 14:**

What do you consider to be your weaknesses?

**Ans:**



What your interviewer is really trying to do with this question-beyond identifying any major red flags-is to gauge your self-awareness and honesty. So, "I can't meet a deadline to save my life Regarding ETD" is not an option-but neither is "Nothing! I'm perfect!" Strike a balance by thinking of something that you struggle with but that you're working to improve. For example, maybe you've never been strong at public speaking, but you've recently volunteered to run meetings to help you be more comfortable when addressing a crowd.

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### Question - 15:

What is your greatest failure Regarding ETD, and what did you learn from it?

#### Ans:

When I was in college, I took an art class to supplement my curriculum. I didn't take it very seriously, and assumed that, compared to my Engineering classes, it would be a walk in the park. My failing grades at midterm showed me otherwise. I'd even jeopardized my scholarship status. I knew I had to get my act together. I spent the rest of the semester making up for it, ended up getting a decent grade in the class. I learned that no matter what I'm doing, I should strive to do it to the best of my ability. Otherwise, it's not worth doing at all.

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### Question - 16:

Why do you want to join our company?

#### Ans:

This is a question that is aimed at finding out whether you know enough about the company and the basic market. The best way to answer this question is to do some research on the company and highlight its positive points.

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### Question - 17:

Why were you fired?

#### Ans:

OK, if you get the admittedly much tougher follow-up question as to why you were let go (and the truth isn't exactly pretty), your best bet is to be honest (the job-seeking world is small, after all). But it doesn't have to be a deal-breaker. Share how you've grown and how you approach your job and life now as a result. If you can position the learning experience as an advantage for this next job, even better.

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### Question - 18:

Do you like to start personal relationships with other employees?

#### Ans:

Well, the right answer is yes and no. Good personal relations can improve the overall performance of a team. But on the other hand, you should not let your emotions to affect your decisions in work.

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### Question - 19:

Explain an occasion when you had to adapt in the face of a difficult situation?

#### Ans:

One of the most useful interview tactics is to remain positive about your work and achievements. This question lets the candidate draw on their own personal history to show how they have been positive and successful in the face of difficulties. Choose a specific occasion to describe, rather than dealing with generic platitudes.

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### Question - 20:

Give me an example of an emergency situation that you faced. How did you handle it?

#### Ans:

There was a time when one of my employers faced the quitting of a manager in another country. I was asked to go fill in for him while they found a replacement and stay to train that person. I would be at least 30 days. I quickly accepted because I knew that my department couldn't function without me.

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### Question - 21:

How do you handle stressful situations?

#### Ans:

By remaining calm, weighing out all my options and executing a plan to get the situation resolve .

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### Question - 22:

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.

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### Question - 23:

How would you rate your communication and interpersonal skills for this job Regarding ETD?

#### Ans:

These are important for support workers. But they differ from the communication skills of a CEO or a desktop support technician. Communication must be adapted to the special ways and needs of the clients. Workers must be able to not only understand and help their clients, but must project empathy and be a warm, humane presence in their lives.

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### Question - 24:

What do you think is your greatest weakness?

#### Ans:

Don't say anything that could eliminate you from consideration for the job. For instance, "I'm slow in adapting to change" is not a wise answer, since change is par for the course in most work environments. Avoid calling attention to any weakness that's one of the critical qualities the hiring manager is looking for. And don't try the old "I'm a workaholic," or "I'm a perfectionist."

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### Question - 25:

What is your greatest weakness Regarding ETD? What are you doing to improve it?

#### Ans:

I believe my biggest weakness Regarding ETD 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.

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### Question - 26:

Why do you want to work Regarding ETD for this organisation?

#### Ans:

Being unfamiliar with the organisation will spoil your chances with 75% of interviewers, according to one survey, so take this chance to show you have done your preparation and know the company inside and out. You will now have the chance to demonstrate that you've done your research, so reply mentioning all the positive things you have found out about the organisation and its sector etc. This means you'll have an enjoyable work environment and stability of employment etc - everything that brings out the best in you.

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### Question - 27:

How do you think I rate as an interviewer?

#### Ans:

I think you did fine. I'm sure you've conducted a lot of interviews, and it's probably second nature for you now. Thanks for taking the time to meet with me today. I'm sure you have a lot of things you have to juggle every day. I'd say you rate at least ten out of ten. The questions you asked seemed spot on. I can tell you guys are working hard to find the perfect applicant for the job. I'm glad I could meet with you.

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### Question - 28:

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.

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### Question - 29:

What problems have you encountered at work?

#### Ans:

Wow, do we have problems! Where do I begin? Well, most of the problems are internal, just people not working well with each other. I have one person on our team who is a real problem, but it seems like management is afraid to do anything about it. So we all end up having to do extra work to cover for this person, who just doesn't work. We all say that he's retired in place. I think he's just holding on until retirement in a couple years. But he's a real problem. I complain about it--a lot--but nothing ever seems to get done. I've even written negative reviews about the person, hoping he will get canned, but it doesn't happen. I can't wait for him to retire.

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**Question - 30:**

What type of salary are you looking for?

**Ans:**

This can be a very tricky question as the individual asking it is probably digging for something other than a simple answer to the question. We recommend that you don't immediately respond to the question directly. Instead, say something like, "That a difficult question. What is range for this position?" More often than not the interviewer will tell you. If the interviewer insists on direct answer you may want say that it depends on the details of the job - then give a wide salary range.

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**Question - 31:**

Have you ever you have been in a position Regarding ETD where you've had to fire someone? How did you feel about that experience?

**Ans:**

Be very thoughtful about your answer. This is a very serious matter for most companies and requires a very serious answer. You need to express that you will do it when it is the right thing to do but you don't want to give the impression that you're callus to the process. Don't forget that firing is not the same as laying someone off - it typically is for the direct benefit of the company.

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**Question - 32:**

What type of people do you not work well with?

**Ans:**

Be very careful answering this question as most organization employ professionals with an array of personalities and characteristics. You don't want to give the impression that you're going to have problems working with anyone currently employed at the organization. If you through out anything trivial you're going to look like a whiner. Only disloyalty to the organization or lawbreaking should be on your list of personal characteristics of people you can't work with.

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**Question - 33:**

Explain me about a problem or disagreement you had with previous supervisor?

**Ans:**

This question is trap. It is meant to see whether or not you'll speak poorly of an employer. No one wants to hire someone who's going to speak poorly of them down the road. Stay upbeat and positive - and most of all don't say anything negative about a previous employer.

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**Question - 34:**

What have you learned from mistakes on the job?

**Ans:**

Candidates without specific examples often do not seem credible. However, the example shared should be fairly inconsequential, unintentional, and a learned lesson should be gleaned from it. Moving ahead without group assistance while assigned to a group project meant to be collaborative is a good example.

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**Question - 35:**

Tell me about a time when you helped resolve a dispute between others?

**Ans:**

Be sure to discuss a very specific example. Tell the interviewer what methods you used to solve the problem without focusing on the details of the problem.

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**Question - 36:**

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

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**Question - 37:**

If you were given more initiatives than you could handle, what would you do?

**Ans:**

First prioritize the important activities that impact the business most. Then discuss the issue of having too many initiatives with the boss so that it can be offloaded. Work harder to get the initiatives done.

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**Question - 38:**

You are not given the tools you need to be successful. How would you change that Regarding ETD?

**Ans:**

State a business case to your manager / leader as to why you need the tools and make the request for them.



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**Question - 39:**

Tell me about a time when you were forced to make an unpopular decision?

**Ans:**

Not every decision is popular. In fact, almost every decision is bound to make someone unhappy at some point. The key is to demonstrate how it impacted others positively and why you chose it.

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**Question - 40:**

Describe your work style?

**Ans:**

Describe the positive aspects of your work style if possible, including: work ethic, attention to detail, interpersonal skills, skill sets (analytical or otherwise), leadership abilities, communication skills.

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**Question - 41:**

Who are your role models? Why?

**Ans:**

If possible, cite role models you're truly passionate about - passion is contagious and will show you're being genuine. If the role model is in the same or similar industry as the company in an executive level position, even better.

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**Question - 42:**

Where do you see yourself in 5 years with your career?

**Ans:**

Be sure to paint a clear picture of your career vision that demonstrates your aspirations and goals that are realistic. This could emphasize increased responsibility, the ability to manage people and so forth

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**Question - 43:**

What is your biggest regret to date and why?

**Ans:**

Describe honestly the regretful action / situation you were in but then discuss how you proactively fixed / improved it and how that helped you to improve as a person/worker.

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**Question - 44:**

What's been your biggest success to date?

**Ans:**

Talk about a story / experience about how you achieved success and be sure to share details on the results and outcome. Have it highlight a strong characteristic such as leadership, work ethic and so forth.

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**Question - 45:**

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](http://www.globalguideline.com) - charitable work is a great way to learn about other people and it's an important part of society - GET INVOLVED!

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**Question - 46:**

What types of books or magazines do you typically read?

**Ans:**

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.

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**Question - 47:**

How meticulous are you with details?

**Ans:**

Being detailed is important for many types of job roles. Typically you want to highlight how you've done that in previous roles. Example: "Being meticulous is





important to me. In my last job, I had to count the money in the register as a cashier to make sure it matched to the receipts down to the last penny." This was to ensure there wasn't any "wrongdoing" at the company by any of the cashiers and I was always accurate in my reports.

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**Question - 48:**

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.

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**Question - 49:**

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.

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**Question - 50:**

What does your professional network look like?

**Ans:**

If you have a professional network, discuss it detail (# of contacts, people you know, their positions and what you've learned from them or how you've worked with them). If you don't have one, discuss how you would develop one (career fairs, networking events for that industry, through your existing friends, etc)

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**Question - 51:**

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.

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**Question - 52:**

What would you do if our competitor offered you a position Regarding ETD?

**Ans:**

I would weigh the offer and consider it, however, this company and this role is my first choice.

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**Question - 53:**

What attracted you to this company Regarding ETD?

**Ans:**

You could discuss the company's vision, culture and solutions/services as reasons for wanting to join it.

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**Question - 54:**

What do you look for in terms of culture -- structured or entrepreneurial?

**Ans:**

A good answer is to discuss the importance of having both elements in a company Regarding ETD. Structure is good to maintain a focus on priorities and making sure people are productive but having an entrepreneurial spirit can help cultivate new ideas that can truly help the company.

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**Question - 55:**

What techniques and tools do you use to keep yourself organized Regarding ETD?

**Ans:**

Utilizing a calendar, having a notebook with your "to do" list, focusing on your top 3 priorities each and every day, utilizing a systematic way of storing documents on your computer (like box.net)

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**Question - 56:**

What are three positive character traits you don't have?

**Ans:**

List three attributes that you aspire to attain / build in the next few years - and then explain how you would develop those.



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**Question - 57:**

How would you go about establishing your credibility quickly Regarding ETD 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.

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**Question - 58:**

How do you continue learning on a daily basis? Why is continuous improvement necessary Regarding ETD?

**Ans:**

You can learn on the job, through books and magazines, through social networks, blogs, seminars, mentors and so on. Continuous improvement is important because the one thing in life that is constant is change. And you have to continue to push yourself day in and day out to be the best.

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**Question - 59:**

What does "thinking outside the box" mean to you?

**Ans:**

It means not doing things exactly the same way as everyone else. You've got to challenge the status quo and bring something new to the business.

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**Question - 60:**

Why did you select the University \_\_\_\_\_?

**Ans:**

Discuss the academic program, the extracurricular program(s), the school spirit, the quality of your peers, and the professors.

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**Question - 61:**

How much time do you need to join the organization Regarding ETD?

**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.

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**Question - 62:**

Are you willing to work in shifts?

**Ans:**

If the job calls for shifts that vary, be ready to do that for your work. If you aren't open to that, then explain why and see if they can adjust it for you.

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**Question - 63:**

When was the last time something upset you at work? What did you do?

**Ans:**

Almost everyone has an emotional moment related to work at some point - you're not alone. The key is to learn why you reacted that way and to focus not on the problem but HOW to resolve it. Another key component is to be aware of your emotional response so that you can learn to control it in the future in a calm way.

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