

# Job Promotion Job Interview Questions And Answers



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## Job Promotion Interview Questions And Answers Guide.

### Question - 1:

List the things which can get you promoted?

#### Ans:

Here are the things which can get you promoted:

- \* Tell your boss, you are Wrong
- \* Bring the Bad News First
- \* Be Drama-Free
- \* Smile
- \* Take Notes
- \* Never Skip the Office Party
- \* Do not Expect to be Rewarded
- \* Hold Up Your End
- \* Ask How You Can Help
- \* Have a Solution
- \* Know Your Job and Do It

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### Question - 2:

Why should you not expect to be rewarded?

#### Ans:

Confidence is one thing, arrogance is another. Yes, you were the top of your class in college and yes, you dominated your last project, but it is a fine line between letting your work speak for you and duct-taping it to your boss's computer. Worried your boss doesn't notice your achievements? Set up a meeting to talk about what you have been working on, and ask for feedback.

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### Question - 3:

Why should you never skip the office functions?

#### Ans:

You know how they say that as many business deals are made on the golf course as in the office? That same principle applies to the office party. One boss points out that skipping the chance to socialize with your co-workers means you are missing basic office news and alienating yourself from the people who sit next to you 8+ hours of your day.

When it comes time to pick a team member for an advantageous project or conference in Hawaii, who will be chosen? Not what is her name, that girl who never comes to the party.

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### Question - 4:

What should you have a solution for?

#### Ans:

To please a boss, you can follow one rule of thumb:

- \* Never bring up a problem without a possible solution to recommend.
- \* Brainstorm feasible, reasonable solutions to the problem you have.
- \* When you present it to your boss, launch right into what you recommend as a solution.

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### Question - 5:

Why should you know your job and do it to get promoted?

#### Ans:

Since you are already taking notes, make sure you scribble somewhere exactly what your responsibilities are and make sure you prioritize them. Along the same lines, it is important to know which tasks are crucial and which can take a backseat.



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**Question - 6:**

Why should you always ask how you can help from colleagues?

**Ans:**

There is another word for that, one that appears next on the "clinged for a reason" list, initiative. Clearly, you should not be asking your boss to hold your hand during every step of a project, but a well timed "What can I do to help?" or "I noticed that [task] needs doing, I will tackle that," is much appreciated.

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**Question - 7:**

Why should you bring the bad news first?

**Ans:**

Ultimately, a mistake or issue is your boss's responsibility, so make sure your supervisor is aware of any large-scale or constant problems. This does not mean you should email every time the printer is a little wonky, but you should make sure your boss is apprised of any serious issues.

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**Question - 8:**

Why would you hold up your end of work?

**Ans:**

Complaining about your role on the team is both futile and aggravating to your boss. Where is she supposed to find you a sub? If you are not a team player, the real fix is to learn the rules of the game and fast.

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**Question - 9:**

Why should you be drama free to get promoted?

**Ans:**

Especially in an office environment, we have to work closely with different personalities and in less-than-ideal situations. Unless there is a real problem keep complaints to yourself. As one boss says, "Your job is to make your boss's life easier, not plop your drama on his or her lap. Save that for your friends and family or your diary."

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**Question - 10:**

Why should you keep smiling for getting promoted?

**Ans:**

You do not need to blind every passerby with your pearly whites, but remember that no matter how close your deadline or how heavy your workload, other people will take their cues from you. If you are snapping at co-workers and frowning, they will snap and frown right back. Instead, take a breath, put on a smile, and show your boss you appreciate the opportunity.

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**Question - 11:**

Why and what to take notes of?

**Ans:**

We have all been there nodding and smiling and filing away the tasks we are given in a meeting, only to get back to our desks having lost those mental files. Impress your supervisor by keeping a paper and pen (or laptop, if that is acceptable at your office) at hand, ready to record the things you need to remember.

Taking the time to write things down is especially helpful, as it gives you a minute to process your instructions and think of any questions you need to ask then and there.

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**Question - 12:**

Why should you tell your boss that you are wrong?

**Ans:**

That is not to say you should be arguing with your supervisors on a regular basis, but if you have a well thought out point that disagrees with your boss's plan, consider bringing it up directly. Your boss love it even more when a person has the data, facts, or examples to actually make his or her point.

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**Question - 13:**

What should you be willing to learn?

**Ans:**

Show you are willing to get any necessary extra training. It is exciting to have the opportunity to advance within your company, so be sure to make the most of it.

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**Question - 14:**

Tell me why do you want to leave your current job?



**Ans:**

I am looking for a bigger challenge and to grow my career and I could not job hunt part time while working. It didn't seem ethical to use my former employer's time.

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**Question - 15:**

What was your biggest success story in XYZ department?

**Ans:**

Example:

When I joined the XYZ firm, they were still using paper files in addition to trying to use AMS. Because I came from a paperless office, I was able to help teach my supervisor some tricks to automate the business and eliminate some of the redundancy. She was so impressed that she arranged a meeting with the owner who ended up putting me in charge of automating the office and helping to train the support staff. As a result, I was promoted to the office trainer and was able to help the firm reduce the amount of time it took to process a renewal by over 25%.

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**Question - 16:**

What do you like best about your current position at the company?

**Ans:**

I was very impressive and thankful for the professional work environment and attitude in my previous job, through which I have learnt a lot. In addition, I liked the communication style of that job, which was private but closely linked person to person. As for the company, it paid a lot attention on individual development including professional improvement and career growth.

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**Question - 17:**

How would you counter the situation if it is the year end and there is a big backlog of work for everyone. One of your co workers informs you that he or she plans to take the week off, while claiming sick leave?

**Ans:**

I would first think about the past progress of the co worker. If the co worker has had a minimal amount of holiday during the entire year, I would neither support him nor report him, I will change the week off status to vacation leave. However, if the co worker has a history of taking casual leaves under fake reasons, I would report the matter to the HR.

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**Question - 18:**

How would you handle if there has been a visible decline in the performance of a subordinate?

**Ans:**

I would try to investigate the reason behind the decline of the subordinate's performance. Once the reason is discovered, I would decide whether the reason is professional or personal. If it is a professional reason, I would then try to find out whether I can solve the problem that the person has been facing. If it is a personal problem, I would keep an eye on the time that the person has lost due to the personal problem. If the time taken cannot be handled by the company, I would speak to the person about the same, and give him an idea that he or she should try to solve the personal problem on his or her own, so that productivity may be increased for the company.

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**Question - 19:**

How would you set your priorities, if your team is working on a very sensitive project which is on the verge of completion, another project comes in which is very important?

**Ans:**

The first thing that I would look into while taking a new project is the learning curve that would have to be generated. If the learning curve is too high, I would give the assignment to a senior, taking the work that he or she already has and give it to a junior resource. This way, the new assignment will be worked on side by side with the old assignment, enabling simultaneous implementation of both assignments.

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**Question - 20:**

How would you handle it, if you are introducing a new policy into the team, you are facing a bit of opposition?

**Ans:**

I would introduce any policy very gently. If feasible, I would hold a small meeting of the group that is affected and introduce them to the policy, as well as take the time to inform them of the advantages they and the company would obtain once the policy is in place.

Also, I would stress the fact that the policy is not a hard and fast rule and it may be reworked if the people are not completely comfortable working under such a rule and policy.

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**Question - 21:**

What can you expect from the job promotion interview?

**Ans:**

Expecting in the form of job promotion interview questions has a lot to do with where you work and what type of promotion you are applying for.

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**Question - 22:**

How is a job promotion interview is different from other common interviews?

**Ans:**

A job promotion interview is significantly different than other interview types because rather than moving to a company you are attempting to climb the corporate ladder.

With a job promotion interview you envision you growth as part of the company you currently work with. There are things that will make this interview stand out compared to other interviews including behavioral questions.

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**Question - 23:**

What should you say to the point?

**Ans:**

You should answer any close ended question answer with a short answer. This will help you getting promotion really fast.

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**Question - 24:**

Why to explain your future prospect?

**Ans:**

You should explain if you were promoted what you would do to help the company. By this the interviewer will know how can you be helpful to their company.

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**Question - 25:**

What should you be positive about?

**Ans:**

Being positive means turning the negative answers into positive answers. This is also another important part of the job promotion interview.

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**Question - 26:**

What examples should you give while promotion interview?

**Ans:**

You should give examples of your work where relevant to the job you are applying for. Giving examples are really very important for the job promotion interview.

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**Question - 27:**

How would your achievements be up to date?

**Ans:**

Point out your strengths and accomplishments within the company every chance you can so the interviewer sees you are a good fit for the job.

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**Question - 28:**

List some steps for answering the job promotion interview?

**Ans:**

The following tips will help you answer interview questions for promotion regardless of question, and leave you with a good opportunity to get the promotion:

- \* Achievements up to date
- \* Examples
- \* Be positive
- \* Future prospect
- \* To the point
- \* Willing to learn

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**Question - 29:**

What is promotion?

**Ans:**

A promotion is the advancement of an employee's rank or position in an organizational hierarchy system. Promotion may be an employee's reward for good performance, i.e. positive appraisal.

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**Question - 30:**

What is job?

**Ans:**

A job is an activity, often regular and often performed in exchange for payment. A person usually begins a job by becoming an employee, volunteering, or starting a business.



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