

**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 Human Services Administrator will help you strengthen your technical skills, prepare for the interviews and quickly revise the concepts.

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#### Question - 1:

Can you describe your ideal boss/supervisor?

#### Ans:

During the interview As Human Services Administrator process employers will want to find out how you respond to supervision. They want to know whether you have any problems with authority, If you can work well as part of a group (see previous question) and if you take instructions well etc.

Never ever ever, criticize a past supervisor or boss. This is a red flag for airlines and your prospective employer will likely assume you are a difficult employee, unable to work in a team or take intruction and side with your former employer.

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#### Question - 2:

How did you hear about the position As Human Services Administrator?

#### Ans:

Another seemingly innocuous interview question, this is actually a perfect opportunity to stand out and show your passion for and connection to the company and for job As Human Services Administrator. For example, if you found out about the gig through a friend or professional contact, name drop that person, then share why you were so excited about it. If you discovered the company through an event or article, share that. Even if you found the listing through a random job board, share what, specifically, caught your eye about the role.

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## Question - 3:

How do you evaluate success As Human Services Administrator?

## Ans:

I evaluate success As Human Services Administrator in different ways. At work, it is meeting the goals set by my supervisors and my fellow workers. It is my understanding, from talking to other employees, that the Global Guideline company is recognized for not only rewarding success but giving employees opportunity to grow as well.

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## Question - 4:

How do you prioritize your work?

## Ans:

Depends on the situation... I like to label certain tasks as either A B or C...A being the one that requires immediate attention, and C which are tasks that aren't urgent but eventually need to get done... I like to focus my work As Human Services Administrator on the things that need to get done, and done quickly... While balancing the other work alongside our first priorities.

View All Answers

## Question - 5:

How do you stay organized?

## Ans:

By maintaining proper routine every day. Putting my strongest points with my weakness. High priority always comes first As Human Services Administrator.

View All Answers

## Question - 6:

How have you made an impact on your team in the past?

## Ans:

I would explain and show to him or her best way possible and if they have a better way then I will encourage him or her to let me know then we can see if it works or

not As Human Services Administrator.

View All Answers

#### Question - 7:

How well do you know our company?

#### Δns·

Well, a developed company that is gradually building their reputation in the competitive world.

View All Answers

#### Question - 8:

How would your boss and co-workers describe you?

## Ans:

First of all, be honest (remember, if you get this job, the hiring manager will be calling your former bosses and co-workers!). Then, try to pull out strengths and traits you haven't discussed in other aspects of the interview As Human Services Administrator, such as your strong work ethic or your willingness to pitch in on other projects when needed.

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#### Question - 9:

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 As Human Services Administrator.

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

View All Answers

#### Question - 10:

What are you looking for in a new position As Human Services Administrator?

#### Ans:

I've been honing my skills As Human Services Administrator for a few years now and, first and foremost, I'm looking for a position where I can continue to exercise those skills. Ideally the same things that this position has to offer. Be specific.

View All Answers

## Question - 11:

What are your strengths As Human Services Administrator?

## 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 Human Services Administrator 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.

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## Question - 12:

What are your weaknesses for Human Services Administrator position?

## Ans

Try not to be too critical when answering this question. Instead, pick one of your weaknesses and try to turn it into a positive.

For example, you could be a perfectionist, which means that you sometimes take longer on tasks, but you make sure that they are completed to a high quality. It is important to make a negative into a positive as it doesn't make you appear overly critical and shows you can reflect on your own performance.

View All Answers

## Question - 13:

What can you offer me that another person can't?

## Ans:

This is when you talk about your record of getting things done. Go into specifics from your resume and portfolio; show an employer your value and how you'd be an asset.

You have to say, "I'm the best person for the job As Human Services Administrator. I know there are other candidates who could fill this position, but my passion for excellence sets me apart from the pack. I am committed to always producing the best results. For example..."

View All Answers

## Question - 14:

What education or training have you had that makes you fit for this profession As Human Services Administrator?

## 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.

View All Answer.

#### Question - 15:

What experience do you have As Human Services Administrator?

#### Anc.

The employer would want to know that not only you can do the job but you can make the difference and bring significant contribution - Simple as that.

No doubt that this is your time to perform and present yourself - You have to introduce/sell yourself to the interviewer. Prepare your answer based on your qualification, professional experience and what you've already achieved in your previous jobs. This is your time to express why you think that your professional abilities fit into the job and its requirements.

Top 10 employment experience you'd want to review:

- \* Companies you worked for with dates
- \* The positions you've held
- \* Key projects and responsibilities
- \* Achievements
- Coursework & continues education
- \* Expertise
- \* Tools you used (software, hardware)
- \* Knowledge of languages
- \* Engagement with customers and key industry leaders
- \* Team work you were involved (and your contribution)

View All Answers

#### Question - 16:

What is your greatest professional achievement?

#### Ans:

Nothing says "hire me" better than a track record of achieving amazing results in past jobs As Human Services Administrator, so don't be shy when answering this interview question! A great way to do so is by using the S-T-A-R method: Set up the situation and the task that you were required to complete to provide the interviewer with background context (e.g., "In my last job as a Human Services Administrator, it was my role to manage the invoicing process"), but spend the bulk of your time describing what you actually did (the action) and what you achieved (the result). For example, "In one month, I streamlined the process, which saved my group 10 man-hours each month and reduced errors on invoices by 25%."

View All Answers

#### Question - 17:

What makes you right for this position?

## Ans:

This question can be tricky because you need to show your worth As Human Services Administrator without sounding cocky or arrogant. Research the business ahead of time and become familiar with its mission and values. Take the time to figure out how your personal qualities fit the needs of the business and use that fit to provide your answer.

View All Answers

## Question - 18:

What's your dream job?

## Ans:

Along similar lines, the interviewer wants to uncover whether this position As Human Services Administrator is really in line with your ultimate career goals. While "an GGL star" might get you a few laughs, a better bet is to talk about your goals and ambitions-and why this job will get you closer to them.

View All Answers

## Question - 19:

When were you most satisfied in your job As Human Services Administrator?

## Ans

I'm a people person. I was always happiest and most satisfied when I was interacting with community residents, making sure I was able to meet their needs and giving them the best possible comfort in a tough situation. It was my favorite part of the job, and it showed. Part of the reason I'm interested in this job is that I know I'd have even more interaction with the public, on an even more critical level.

View All Answers

## Question - 20:

Where do you see your career in five years As Human Services Administrator?

## Ans:

I would like to retire from this company. I would like to make a difference in the company whether in the company or any other position or area of the company As Human Services Administrator.

View All Answers

## Question - 21:

Why are you leaving last job?

## Ans:



Although this would seem like a simple question, it can easily become tricky. You shouldn't mention salary being a factor at this point As Human Services Administrator. If you're currently employed, your response can focus on developing and expanding your career and even yourself. If you're current employer is downsizing, remain positive and brief. If your employer fired you, prepare a solid reason. Under no circumstance should you discuss any drama or negativity, always remain positive.

View All Answers

#### Question - 22

Why do you want this job As Human Services Administrator?

#### 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.

View All Answers

#### Question - 23:

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 As Human Services Administrator. And second thing is that nothing is interesting in the life till we are not interested.

View All Answers

#### Question - 24:

Do you ever take work home with you?

#### Ans:

Here are two great sample answers that might help get you started:

- \* I am an extremely organized person, so I tend to be able to get my work done at work. However, if the need arose I would not be against taking work home. I try not to make it a habit, since I do value my free time. I do realize though that the work we do is important, and sometimes you have to do what needs to be done.
- \* I do not shy away from taking work home with me. I know that meeting deadlines and doing outstanding work sometimes means taking a bit of it home. I do not have a problem doing that when the need arises.
- \* Make sure to give an honest answer. Lying about taking work home may turn out badly for you if it is required and you do not do it.

View All Answers

## Question - 25:

How did you handle meeting a tight deadline As Human Services Administrator?

## Ans

Review every deadline you need to meet. Prioritize your projects by deadline and factor in how important each project is. Record your deadlines on a digital calendar or spreadsheet.

View All Answers

## Question - 26:

Are You a 'People' Person?

## Ans:

Although it may be phrased a little differently, the gist of this question is clear:

Do you like being around people? If you don't, being a medical assistant isn't a good fit for you. After all, you'll be working directly with patients throughout the day. It helps a lot if you sincerely like interacting with them. While answering this question, make sure to mention that you like helping people too. This will drive home the point that you are a talented medical assistant and would be a valuable part of the team As Human Services Administrator.

View All Answers

## Question - 27:

Did you get on well with your last manager?

## Δne-

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 As Human Services Administrator

View All Answers

## Question - 28:

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 As Human Services Administrator.

View All Answers

## Question - 29:



Explain me about a challenge or conflict you've faced at work As Human Services Administrator, and how you dealt with it?

#### Anc.

In asking this interview question, your interviewer wants to get a sense of how you will respond to conflict. Anyone can seem nice and pleasant in a job interview, but what will happen if you're hired?. Again, you'll want to use the S-T-A-R method, being sure to focus on how you handled the situation professionally and productively, and ideally closing with a happy ending, like how you came to a resolution or compromise.

View All Answers

#### Question - 30:

How do you deal with conflict in the workplace As Human Services Administrator?

#### 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.

View All Answers

#### Question - 31:

How do you handle your anger?

#### Ans:

I don't get angry very easily but in the rare occasion that I do, I hold it in and act as though nothing is wrong.

View All Answers

#### Question - 32:

How do you imagine a typical day of an employee in our company As Human Services Administrator?

#### 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.

View All Answers

## Question - 33:

How well do you know this industry?

## Ans:

Two things businesses need to pay attention to in their industries are what their competition is doing and the customers. You may not always agree with your competitors but it is important to be aware of what changes they are making. Very well. I have been in the industry for over 6 years.

View All Answers

## Question - 34:

How would you be an asset to us As Human Services Administrator?

## Ans:

Think again about the job specification and the skills needed for this role As Human Services Administrator. Have a paragraph prepared highlighting how you will be able to do the job and what you can bring to the team. It goes without saying that this paragraph should be positive.

View All Answers

## Question - 35:

How would you describe your approach to Human Services Administrator?

## Ans:

In more general terms, a question such as this gives a candidate the opportunity to talk about their professional philosophy and skills. While the question is general in nature, the best answers are usually quite specific, picking one or two points and exemplifying them with instances from personal history.

View All Answers

## Question - 36:

How would you estimate the weight of the Chrysler building?

## Ans:

This is a process guesstimate where the interviewer wants to know if you know what to ask. First, you would find out the dimensions of the building (height, weight, depth). This will allow you to determine the volume of the building. Does it taper at the top? (Yes.) Then, you need to estimate the composition of the Chrysler building. Is it mostly steel? Concrete? How much would those components weigh per square inch? Remember the extra step: find out whether you're considering the building totally empty or with office furniture, people, etc. If you're including the contents, you might have to add 20 percent or so to the building's weight.

View All Answers



#### Question - 37:

What are your salary requirements As Human Services Administrator?

#### Ans:

The #1 rule of answering this question is doing your research on what you should be paid by using site like Global Guideline. You'll likely come up with a range, and we recommend stating the highest number in that range that applies, based on your experience, education, and skills. Then, make sure the hiring manager knows that you're flexible. You're communicating that you know your skills are valuable, but that you want the job and are willing to negotiate.

View All Answers

#### Question - 38:

What can you tell me about team work as part of the job As Human Services Administrator?

#### 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 - 39:

What challenges are you looking for in this position?

#### Ans:

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 Human Services Administrator?" 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 - 40:

What does success mean to you?

#### Ans:

I am punctual, I always have excellent attendance on any job As Human Services Administrator, I have a keen eye for both large and small details, and I am always finding ways to improve a process and shorten the length of time it takes to complete a project.

View All Answers

## Question - 41:

What is your greatest failure As Human Services Administrator, 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.

View All Answers

## Question - 42:

What is your greatest strength? How does it help you As Human Services Administrator?

## Ans:

One of my greatest strengths, and that I am a diligent worker... I care about the work getting done.. I am always willing to help others in the team. Being patient helps me not jump to conclusions... Patience helps me stay calm when I have to work under pressure.. Being a diligent worker.. It ensures that the team has the same goals in accomplishing certain things.

View All Answers

## Question - 43:

What other companies are you interviewing with?

## Ans:

Companies ask this for a number of reasons, from wanting to see what the competition is for you to sniffing out whether you're serious about the industry. "Often the best approach is to mention that you are exploring a number of other similar options in the company's industry,". It can be helpful to mention that a common characteristic of all the jobs you are applying to is the opportunity to apply some critical abilities and skills that you possess. For example, you might say 'I am applying for several positions with IT consulting firms where I can analyze client needs and translate them to development teams in order to find solutions to technology problems.'

View All Answers

## Question - 44:

What's a time you disagreed with a decision that was made at work?

## Ans:

Everyone disagrees with the boss from time to time, but in asking this interview question As Human Services Administrator, hiring managers want to know that you can do so in a productive, professional way. "You don't want to tell the story about the time when you disagreed but your boss was being a jerk and you just gave in to keep the peace. And you don't want to tell the one where you realized you were wrong,". Tell the one where your actions made a positive difference on the outcome



of the situation, whether it was a work-related outcome or a more effective and productive working relationship.

View All Answers

#### Question - 45:

Why are you interested in this type of job As Human Services Administrator?

#### Ano.

You're looking for someone who enjoys working with the elderly, or a caring, sociable, and nurturing person.

View All Answers

#### Question - 46:

Why are you leaving the present company?

## Ans:

According to me we can not grow in the field without taking more responsibilities and risks and also we can't enhance our team leading capabilities, managerial skills without expose to wide range of people.

View All Answers

#### Question - 47:

Why do you want to join our company?

#### Ane:

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.

View All Answers

#### Question - 48:

Why should I hire you As Human Services Administrator?

#### 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 - 49:

Why should we select you not others?

## Ans:

Here you need to give strong reasons to your interviewer to select you not others. Sell yourself to your interviewer in interview in every possible best way. You may say like I think I am really qualified for the position. I am a hard worker and a fast learner, and though I may not have all of the qualifications that you need, I know I can learn the job and do it well."

View All Answers

## Question - 50:

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.

View All Answers

## Question - 51:

Describe a typical work week for this position As Human Services Administrator?

## Δns:

Interviewers expect a candidate for employment to discuss what they do while they are working in detail. Before you answer, consider the position As Human Services Administrator you are applying for and how your current or past positions relate to it. The more you can connect your past experience with the job opening, the more successful you will be at answering the questions.

View All Answers

## Question - 52:

Describe to me the position As Human Services Administrator you're applying for?

## Ans

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 - 53:

Do you have any question regarding this job As Human Services Administrator?



#### Ans:

Never ask Salary, perks, leave, place of posting, etc. regarded questions. Try to ask more about the company to show how early you can make a contribution to your organization like. "Sir, with your kind permission I would like to know more about induction and developmental programs?" OR Sir, I would like to have my feedback, so that I can analyze and improve my strengths and rectify my shortcomings.

View All Answers

#### Question - 54:

Do you like to start personal relationships with other employees?

#### Anc.

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.

View All Answers

#### Question - 55:

Do you work well under pressure?

#### Ans:

Yes.. When it comes down to the wire, the best thing I can to remain focused, have some flexibility, and understand priorities.. Giving them attention in the order they are needed.

View All Answers

#### Question - 56:

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

#### Ans:

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 - 57:

How do you handle stressful situations?

#### Ans:

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

View All Answers

## Question - 58:

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

## Ans:

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

View All Answers

## Question - 59:

How would your friends describe you?

## Ans:

My friends would probably say that I'm extremely persistent - I've never been afraid to keep going back until I get what I want. When I worked as a program developer, recruiting keynote speakers for a major tech conference, I got one rejection after another - this was just the nature of the job. But I really wanted the big players - so I wouldn't take no for an answer. I kept going back to them every time there was a new company on board, or some new value proposition. Eventually, many of them actually said "yes" - the program turned out to be so great that we doubled our attendees from the year before. A lot of people might have given up after the first rejection, but it's just not in my nature. If I know something is possible, I have to keep trying until I get it.

View All Answers

## Question - 60:

Tell me something about your family background?

## Ans:

First, always feel proud while discussing about your family background. Just simple share the details with the things that how they influenced you to work in an airline field.

View All Answers

## Question - 61:

What do you know about the company?

## Ans

Any candidate can read and regurgitate the company's "About" page. So, when interviewers ask this, they aren't necessarily trying to gauge whether you understand the mission-they want to know whether you care about it. Start with one line that shows you understand the company's goals, using a couple key words and phrases from the website, but then go on to make it personal. Say, "I'm personally drawn to this mission because..." or "I really believe in this approach because..." and share a personal example or two.



#### View All Answers

#### Question - 62:

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 - 63:

What does quality work mean to you?

#### Ans:

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 - 64:

What kind of salary do you need As Human Services Administrator?

#### Ans:

This is a loaded question and a nasty little game that you will probably lose if you answer first. So, do not answer it. Instead, say something like, that's a tough question. Can you tell me the range for this position? In most cases, the interviewer, taken off guard, will tell you. If not, say that it can depend on the details of the job. Then give a wide range.

View All Answers

#### Question - 65:

What type of work environment do you prefer?

#### Δns·

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

View All Answers

## Question - 66:

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 - 67:

Why do you want to work As Human Services Administrator 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.

View All Answers

## Question - 68:

Why should the we hire you as this position As Human Services Administrator?

## 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 - 69:

Are you planning to continue your studies and training As Human Services Administrator?

## 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 - 70:

Give an example of a time you successfully worked As Human Services Administrator on a team?

#### Anc.

On the whole I prefer to stick to doing what I'm told rather than setting myself up to fail by doing things off my own bat. But there was this one time when I suggested to my boss at the pizza parlor that she try offering an 'all you can eat' deal to students to boost trade on Mondays. She thought it was an interesting idea but nothing ever came of it.

View All Answers

#### Question - 71:

How do you evaluate your ability to handle conflict?

#### Anc.

I pride myself on being a good problem solver. Through my previous job and management positions I have faced numerous conflicts in different situations, and my experiences have helped me to hone my issue resolution skills. I believe that it is important to get to and address the root of the issue, in a respectable manner.

View All Answers

#### Question - 72:

How do you keep each member of the team involved and motivated?

#### Ans:

Many managers mistakenly think that money is the prime motivator for their employees. However, according to surveys by several different companies, money is consistently ranked five or lower by most employees. So if money is not the best way to motivate your team, what is? Employees' three most important issues according to employees are:

- \* Respect
- \* A sense of accomplishment
- \* Recognition

View All Answers

## Question - 73:

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.

View All Answers

## Question - 74:

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.

View All Answers

## Question - 75:

What was the most important task you ever had?

## Ans:

There are two common answers to this question that do little to impress recruiters:

- \* 'I got a 2.1'
- \* 'I passed my driving test'

No matter how proud you are of these achievements, they don't say anything exciting about you. When you're going for a graduate job, having a degree is hardly going to make you stand out from the crowd and neither is having a driving licence, which is a requirement of many jobs.

View All Answers

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