

While by no means an exhaustive list, hopefully the below provides some ideas and areas to prepare for ahead of an interview. We start with some fairly “straight forward” direct questions and move onto examples of more competence based interviewing.

"Tell me about yourself..."

"What's your reason for leaving your current position?" "Why do you want to work here?"

"What do you know about our company?"

"How would your team/manager describe you?"

"What do you like/dislike most about your current or last position?"

"Are you satisfied with your career to date? What would you change if you could?"

"What are your career goals? Where do you see yourself five or ten years from now?"

"How have you grown or changed over the past few years?"

"What is the biggest challenge you have faced in work in the past 12 months?"

"What do you believe is your biggest career achievement?"

"What do you consider your most significant strength?"

"Have you ever accomplished something you didn't think you could?"

"How do you handle pressure? Do you like or dislike these situations?"

"How do you handle deadlines?"

"How do you manage change?"

"What do you see as the key competencies for success in this job?"

"Why do you believe you are qualified for this position?"

"What are the key milestones that have to be met on a project in your role?"

"What do you consider best practice for managing a Prince 2 implementation; what are the key phases and gates?"

"If successful in joining the organisation what do you envisage your biggest challenge will be in the first month, quarter and six months?"

"Can you give me an example of where you have shown initiative?"

"Walk me through the project you managed in 2010, who were your stakeholders, what were some of the complexities, how did you ensure difficulties were addressed, etc..."

"Can you give me an example of a time you failed at something? How would you manage the situation differently in future?"

How did you go about setting objectives for your team last month?

Describe an example of a poor performing team member and how you managed them. What was the outcome?

What changes have you tried to implement in your area of responsibility? How did you broach the issues and what was the outcome?

Can you provide an example of an improvement you made in the workplace? What was the process and what were the outcomes?

Did you have any clients or internal stakeholders that made unreasonable demands of you? How did you handle them and what did you learn from the experience?

Describe an occasion when you included other members of the team in your decision making. To what extent did you take on their input and how did you communicate your final decisions to them?

Take me through the steps you went through to develop a project plan. What process did you use and how did you measure its effectiveness?

"Can you give me an example of a time when you had to motivate and develop a team in a challenging work environment?"

"Describe how you have brought about business change through use of technology. What particular techniques/methodologies you have employed."

"Can you give me an example of when you have been really stretched for a deadline and how did you achieve it?"

"Can you give me an example of an occasion where you have given/been given constructive criticism to/from a member of your peer group."