| 1. What is the key to success when communicating with the public. |
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| 2. Describe methods you have found effective to gather information about events through research, interviews, |
| experience, or attendance at political, news, sports, artistic, social, or other functions. |
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| 3. What kind of experience do you have reporting news stories for publication or broadcast, describing the background and details of events? |
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| 4. Share an experience you had in dealing with a difficult person and how you handled the situation. |
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| 5. Tell me how you organize, plan, and prioritize your work. |
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| 6. Share an experience when you applied new technology or information in your job. How did it help your company? |
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| 7. Give me an example of when you thought outside of the box. How did it help your employer? |
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| 8. Would you consider analyzing data or information a strength? How so? |
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| 9. Share an example of a time you had to gather information from multiple sources. How did you determine which information was relevant? |
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| 10. Please share an experience in which you presented to a group. What was the situation and how did it go? |
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| 11. How would you rate your writing skills? (Ask for an example that demonstrates great writing skills.) |
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| 12. Provide an example of a time when you were able to demonstrate excellent listening skills. What was the |
| situation and outcome? |
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| 13. Share an experience in which your attention to detail and thoroughness had an impact on your last company. |
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| 14. What is the most challenging part of arranging interviews with people who can provide information about a story? Share an example. |

| 15. Share a time when you willingly took on additional responsibilities or challenges. How did you |
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| successfully meet all of the demands of these responsibilities? (Make sure the candidate is a self-starter and |
| can demonstrate some initiative.) |
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| 16. Share an example of when you went above and beyond the "call of duty". (Look for answers that show the |
| candidate is dependable.) |
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| 17. Provide an example of when you were persistent in the face of obstacles. |
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| 18. Provide an example when your ethics were tested. |
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| 19. What have you found to be the best way to research and analyze background information related to stories |
| in order to be able to provide complete and accurate information? |
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| 20. Describe an experience when you presented live or recorded commentary via broadcast media. |
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| 21. Walk me through how you would research and report on specialized fields such as medicine, science and |
| technology, politics, foreign affairs, sports, arts, consumer affairs, business, religion, crime, or education. |
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| 22. Name a time when you investigated breaking news developments, such as disasters, crimes, or |
| human-interest stories. |
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| 23. Share an example when you effectively checked reference materials, such as books, news files, or public |
| records, to obtain relevant facts. |
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| 24. Provide a time when you dealt calmly and effectively with a high-stress situation. |
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| 25. Tell me about an experience in which you analyzed information and evaluated results to choose the best |
| solution to a problem. |
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| 26. Name a time when you edited or assisted in editing videos for broadcast. |
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| 27. Provide an experience that demonstrates your ability to manage time effectively. What were the challenges |

| and results? |
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| 28. Tell me about a time when you developed your own way of doing things or were self-motivated to finish an important task. |
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| 29. Provide a time when you worked in a rapidly evolving workplace. How did you deal with the change? (Make sure the candidate is flexible.) |
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| 30. What factors do you consider when developing ideas or material for columns or commentaries by analyzing and interpreting news, current issues, or personal experiences? |
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| 31. Do you have any experience photographing or videotaping news events, or request that a photographer be assigned to provide such coverage? |
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| 32. Share an experience in which you successfully coordinated with others. How about a coordination effort that was not as successful? |
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| 33. Describe an experience when you transmitted news stories or reported information from remote locations, using equipment such as satellite phones, telephones, fax machines, or modems. |
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| 34. Tell me about the last time you monitored or reviewed information and detected a problem. How did you respond? |
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| 35. Name a time when your creativity or alternative thinking solved a problem in your workplace. |
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| 36. Share an experience in which your willingness to lead or offer an opinion helped your company. |
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| 37. What are your writing skills when it comes to writing columns, editorials, commentaries, or reviews that interpret events or offer opinions? Share an example. |
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| 38. Provide an experience in which you were sensitive to somone's needs or feelings. How did your helpfulness affect your work environment? |
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| 39. Share an experience in which personal connections to coworkers or others helped you to be successful in |

| your work. (Make sure candidate works well with others.) |
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| 40. What kind of experience do you have writing reviews of literary, musical, or other artwork, based on |
| knowledge, judgment, or experience? |
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| 41. Share an example when you took pictures and video and processed them for inclusion in a story. |
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| 42. How often have you participated in community events, made public appearances, and conducted |
| community service? |
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| 43. What is the most challenging part of establishing and maintaining relationships with individuals who are |
| credible sources of information? |
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| 44. Name a time when you reported on green technology or environmental issues, such as pollution, energy |
| effiency, recycling, or renewable energy. |
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