

Harbor Master Interview Questions

1. Please share with me an example of how you helped coach or mentor someone. What improvements did you see in the person's knowledge or skills?

2. Describe an experience when you supervised and coordinated the investigation of criminal cases, offering guidance and expertise to investigators, and ensuring that procedures are conducted in accordance with laws and regulations.

3. What kind of experience do you have cooperating with court personnel and officials from other law enforcement agencies and testify in court as necessary?

4. What have you found the best way to explain police operations to subordinates to assist them in performing their job duties? Share an example.

5. Provide an example of when you set expectations and monitored the performance of subordinates. What guidance and direction did you find most effective?

6. Provide an example of a time when you successfully organized a diverse group of people to accomplish a task.

7. What is the key to success when communicating with the public.

8. Share an experience you had in dealing with a difficult person and how you handled the situation.

9. Tell me how you organize, plan, and prioritize your work.

10. Share an experience when you applied new technology or information in your job. How did it help your company?

11. Give me an example of when you thought outside of the box. How did it help your employer?

12. Tell me about an experience in which you analyzed information and evaluated results to choose the best solution to a problem.

13. Tell me about the last time you monitored or reviewed information and detected a problem. How did you

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respond?
14. Provide an experience that demonstrates your ability to manage time effectively. What were the challenges and results?
15. Share an experience in which you successfully coordinated with others. How about a coordination effort that was not as successful?
16. Provide an example when you were able to prevent a problem because you foresaw the reaction of another person.
17. Please share an experience in which you presented to a group. What was the situation and how did it go?
18. How would you rate your writing skills? (Ask for an example that demonstrates great writing skills.)
19. Provide an example of a time when you were able to demonstrate excellent listening skills. What was the situation and outcome?
20. Describe a time when you successfully persuaded another person to change his/her way of thinking or behavior.
21. Provide an example when your ethics were tested.
22. Share an experience in which you used new training skills, ideas, or a method to adapt to a new situation or improve an ongoing one. (Look for the candidate's ability to learn.)
23. Would you consider analyzing data or information a strength? How so?
24. Provide a time when you dealt calmly and effectively with a high-stress situation.
25. How do you stay fit in order to perform physical activities that are required in the workplace?
26. What are some long-range objectives that you developed in your last job? What did you do to achieve them?

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27. Share an example of when you went above and beyond the "call of duty". (Look for answers that show the candidate is dependable.)

28. Please share an experience in which you successfully taught a difficult principle or concept. How were you able to be successful?

29. Share an experience in which your attention to detail and thoroughness had an impact on your last company.

30. Share a time when you willingly took on additional responsibilities or challenges. How did you successfully meet all of the demands of these responsibilities? (Make sure the candidate is a self-starter and can demonstrate some initiative.)

31. Provide an example of when you were persistent in the face of obstacles.

32. Provide an experience in which you were sensitive to someone's needs or feelings. How did your helpfulness affect your work environment?

33. How do you stay up to date with changes in regulations and policies, implications of new or amended laws, and new techniques of police work?

34. Share an effective approach to direct collection, preparation, and handling of evidence and personal property of prisoners.

35. Provide a time when you worked in a rapidly evolving workplace. How did you deal with the change? (Make sure the candidate is flexible.)

36. What is the most challenging part of training staff in proper police work procedures?

37. In your experience, what is the key to developing a good team? (Look for how they build mutual trust, respect, and cooperation.)

38. Name a time when you conducted raids and order detention of witnesses and suspects for questioning.

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39. Describe methods you have found useful to monitor and evaluate the job performance of subordinates, and authorize promotions and transfers.

40. 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.)

41. Have you ever had to discipline staff for violation of department rules and regulations? If so, share an experience.

42. Describe an experience when you directed release or transfer of prisoners.

43. What kind of experience do you have developing, implementing and revising departmental policies and procedures?

44. Share an example of when you established and accomplished a goal that was personally challenging. What helped you succeed?

45. Name a time when your creativity or alternative thinking solved a problem in your workplace.

46. Name a time when you prepared news releases and responded to police correspondence.

47. Walk me through how you meet with civic, educational, and community groups to develop community programs and events, and to discuss law enforcement subjects.