

## Environmental Affairs Specialist Interview Questions

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

2. Share a time when you successfully used scientific rules or methods to solve a problem at work.

3. Describe methods you have found useful when collecting, synthesizing, analyzing, managing, and reporting environmental data, such as pollution emission measurements, atmospheric monitoring measurements, meteorological or mineralogical information, or soil or water samples.

4. Share an experience where you provided scientific or technical guidance, support, coordination, or oversight to governmental agencies, environmental programs, industry, or the public.

5. Walk me through how you communicate scientific or technical information to the public, organizations, or internal audiences through oral briefings, written documents, workshops, conferences, training sessions, or public hearings.

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

7. Share an example of a time you had to gather information from multiple sources. How did you determine which information was relevant?

8. Provide a time when you were able to identify a complex problem, evaluate the options, and implement a solution. How did the solution benefit your employer?

9. Share an experience in which your understanding of a current or upcoming problem helped your company to respond to the problem.

10. How would you rate your writing skills? (Ask for an example that demonstrates great writing skills.)

11. Provide an example of a time when you were able to demonstrate excellent listening skills. What was the situation and outcome?

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

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13. What have you found to be the best way to monitor the performance of your work and/or the work of others? Share a time when you had to take corrective action.

14. 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.)

15. Share an experience in which you successfully coordinated with others. How about a coordination effort that was not as successful?

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

17. Provide an example when your ethics were tested.

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

19. How do you balance cooperation with others and independent thinking? Share an example. (Try to determine if the candidate has a cooperative attitude or is otherwise good-natured.)

20. What are some long-range objectives that you developed in your last job? What did you do to achieve them?

21. Tell me about a time when you developed your own way of doing things or were self-motivated to finish an important task.

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

23. 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.)

24. What is the most challenging part of analyzing data to determine validity, quality, and scientific

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significance and to interpret correlations between human activities and environmental effects?
25. Tell me how you organize, plan, and prioritize your work.
26. Share an experience when you applied new technology or information in your job. How did it help your company?
27. Would you consider analyzing data or information a strength? How so?
28. Please share an experience in which you successfully taught a difficult principle or concept. How were you able to be successful?
29. Provide an experience that demonstrates your ability to manage time effectively. What were the challenges and results?
30. Share an experience in which your willingness to lead or offer an opinion helped your company.
31. How do you stay up to date with new or improved environmental technical standards, guidelines, policies, and formal regulations that meet all appropriate requirements?
32. Provide a time when you worked in a rapidly evolving workplace. How did you deal with the change? (Make sure the candidate is flexible.)
33. Provide a time when you dealt calmly and effectively with a high-stress situation.
34. Walk me through how you research sources of pollution to determine their effects on the environment and to develop theories or methods of pollution abatement or control.
35. Share an effective approach to investigate and report on accidents affecting the environment.
36. Name a time when your patience was tested. How did you keep your emotions in check?
37. 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?

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

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

40. Tell me how you monitor effects of pollution or land degradation and recommend means of prevention or control.

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

42. Share an experience in which your diligence of inspecting equipment, structures, or materials helped you identify a problem or the cause of a problem.

43. Describe methods you have found useful when evaluating violations or problems discovered during inspections to determine appropriate regulatory actions or to provide advice on the development and prosecution of regulatory cases.

44. Tell me about a time when your ability to analyze needs and product requirements helped you create an effective design or make an informed decision to benefit your company.

45. Expound on how to conduct applied research on environmental topics, such as waste control or treatment or pollution abatement methods.

46. What kind of experience do you have planning or developing research models, using knowledge of mathematical and statistical concepts?

47. Describe an experience when you supervised or trained students, environmental technologists, technicians, or other related staff. How did it go?

48. Share an experience in which you conducted a test of a product, service, or process and successfully improved the quality or performance.

49. Share an experience in which personal connections to coworkers or others helped you to be successful in

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your work. (Make sure candidate works well with others.)

50. What is the most challenging part of developing methods to minimize the impact of production processes on the environment, based on the study and assessment of industrial production, environmental legislation, and physical, biological, and social environments?

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