

Compliance Manager Interview Questions

1. Share an experience where you participated in the development of spill prevention programs and hazardous waste rules and regulations, and recommend corrective actions for hazardous waste problems.

2. Tell me how you conduct research on hazardous waste management projects in order to determine the magnitude of problems, and treatment or disposal alternatives and costs.

3. Describe effective methods to analyze and implement state, federal or local requirements as necessary to maintain approved pretreatment, pollution prevention, and storm water runoff programs.

4. Tell me about an effective way to evaluate label information for accuracy and conformance to regulatory requirements.

5. Describe how you perform laboratory tests on samples collected, such as analyzing the content of contaminated wastewater.

6. How often should you maintain and repair materials, worksites, and equipment?

7. Describe how you research and perform calculations related to landscape allowances, discharge volumes, production-based and alternative limits, and wastewater strength classifications, then make recommendations and complete documentation.

8. Share an effective method you have used to inform health professionals, property owners, and/or the public about harmful properties and related problems of water pollutions and/or contaminated wastewater.

9. Tell me about an effective method you have used to keep informed of pertinent information and developments. Share an experience in which this helped you to be more effective in your work.

10. Share an effective method you have used to ensure that facilities and systems conform to regulations. Provide an experience.

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

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

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

14. 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.

15. Share an effective method you have used to ensure that hazardous chemicals are handled, stored, and disposed of in accordance with regulations.

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

17. Describe the methods you use to determine the nature of code violations and actions to be taken. Share an experience in which you were effective.

18. Share how you would review and evaluate applications for registration of products containing dangerous materials, or for pollution control discharge permits.

19. Share an experience in which you effectively prepared reports summarizing requirements and regulations.

20. Provide an experience in which you effectively interviewed an individual to determine the nature of a violation and to obtain evidence of a violation. What methods made you successful?

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

22. Provide an experience in which you successfully investigated complaints and violations of laws. What methods made you successful?

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

24. Provide a time when you dealt calmly and effectively with a high-stress situation.

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25. Name a time when your patience was tested. How did you keep your emotions in check?
26. Provide an experience in which your ability to communicate helped you to be effective in correcting a problem you found. How did you effectively inform individuals on resolving the problem?
27. What factors do you consider when determining sampling locations and methods? Share an experience in which you were effective.
28. Provide an experience in which you effectively coordinated with other government agencies and effectively determined which sites and reports to investigate.
29. How would you respond to questions and inquiries, such as those concerning service charges and capacity fees, or refer them to supervisors?
30. Tell me about a time when you developed your own way of doing things or were self-motivated to finish an important task.
31. 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.)
32. Provide an example of a time when you successfully organized a diverse group of people to accomplish a task.
33. Name a time when you identified strengths and weaknesses of alternative solutions to problems. What was the impact?
34. 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?
35. Provide an experience in which your ability to actively find ways to help people improved your company or your own work ethic.
36. Describe a time when you successfully persuaded another person to change his/her way of thinking or behavior.

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

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

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

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

41. Provide an experience that demonstrates your ability to manage time effectively. What were the challenges and results?

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

43. Share an experience in which you successfully shared a difficult piece of information. (Make sure that the candidate has open lines of communication.)

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

45. Tell me about an experience in which your knowledge and obedience to safety precautions, rules, regulations, and/or practices helped you to avoid unsafe conditions.

46. What is the state of your inspection records? What is one thing you would like to improve?

47. 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.)

48. Provide an example when your ethics were tested.

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

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50. Tell me about a time when you successfully determined the cause of an operating error at your company and solved the problem.

51. 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.

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

53. What is the most challenging part of budgeting for you?

54. Tell me about your last experience recruiting, interviewing, or hiring an employee. What techniques did you find most effective in finding the right person for the job?

55. What is the key to a successful budget?

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