1. Provide a time when you dealt calmly and effectively with a high-stress situation.
2. Provide an experience in which you effectively provided care to a mentally ill, emotionally disturbed, or
developmentally delayed patient.
3. Describe a time when you successfully provided personal assistance to a coworker or patron.
4. Share an experience you had in dealing with a difficult person and how you handled the situation.
5. Share an experience in which you successfully shared a difficult piece of information. (Make sure that the
candidate has open lines of communication.)
6. How do you stay fit in order to perform physical activities that are required in the workplace?
7. Tell me how you organize, plan, and prioritize your work.
8. Share an experience when you applied new technology or information in your job. How did it help your
company?
9. Tell me about an experience in which you analyzed information and evaluated results to choose the best
solution to a problem.
10. Tell me about the last time you monitored or reviewed information and detected a problem. How did you
respond?
11. Share an example of a time you had to gather information from multiple sources. How did you determine
which information was relevant?
12. Provide an example when you were able to prevent a problem because you foresaw the reaction of another
person.
13. Provide an experience in which you were sensitive to somone's needs or feelings. How did your
helpfulness affect your work environment?

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. Name a time when your patience was tested. How did you keep your emotions in check?
16. What is the state of your records? What is something you would like to improve?
17. 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.)
18. Provide an example when your ethics were tested.
19. Name a time when you identified strengths and weaknesses of alternative solutions to problems. What was the impact?
20. Please share an experience in which you presented to a group. What was the situation and how did it go?
21. Provide an example of a time when you were able to demonstrate excellent listening skills. What was the situation and outcome?
22. Share an example of when you went above and beyond the "call of duty". (Look for answers that show the candidate is dependable.)
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. 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.)
determine if the emidiane has a cooperative attitude of is otherwise good-natured.)
25. Describe your experience administering oral medications and/or hypodermic injections.
26. Provide an experience in which you successfully encouraged a patient to develop work skills or to enhance interpersonal skills or develop social relationships through an activity.

27. Share an effective method you have used to influence patients' behavior, such as through communication,
interaction, teaching, counseling, and/or befriending.
28. In your experience, what is the key to ensuring your company was compliant with all laws, regulations and
standards that were applicable to your area of responsibility?
29. Share an experience in which you successfully measured patients' physical condition.
30. Share an experience in which your attention to detail and thoroughness had an impact on your last
company.
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. Tell me about an effective strategy you developed to promote client wellness or independence.
33. Share an experience in which collaborating with other professionals helped you to be more effective in
your work.
34. Tell me about a recent experience you've had working with your hands.
35. Share an experience in which you effectively restrained a violent, potentially violent or suicidal patient by
verbal or physical means.
36. Provide an experience in which you aided patients with cleaning and/or hygiene tasks.
37. Tell me about a successful therapy session which you led. What methods made you successful?
38. Provide an experience in which your ability to actively find ways to help people improved your company
or your own work ethic.
39. Share an experience in which you successfully coordinated with others. How about a coordination effort
that was not as successful?

40. Share an example of when you established and accomplished a goal that was personally challenging. What
helped you succeed?
41. Describe an experience in which you identified the educational needs of your students and successfully
developed a way to teach/train them.
42. Provide an example of when you were persistent in the face of obstacles.
43. Share an experience in which your willingness to lead or offer an opinion helped your company.
44. 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?
45. Share an experience in which your understanding of a current or upcoming problem helped your company
to respond to the problem.
46. Provide an example of a time when you successfully organized a diverse group of people to accomplish a
task.
47. Share an effective approach to working with a large amount of information/data. How has your approach
affected your company?
48. Share an experience in which your ability to consider the costs or benefits of a potential action helped you
choose the most appropriate action.
49. Name a time when your creativity or alternative thinking solved a problem in your workplace.
50. Tell me about a time when you developed your own way of doing things or were self-motivated to finish
an important task.
51. Give me an example of when you thought outside of the box. How did it help your employer?
52. Describe an experience in which your ability to work well with others and reconcile differences helped

your company or employer. (Make sure the candidate knows how to negotiate.)
53. Describe a time when you successfully persuaded another person to change his/her way of thinking or behavior.
54. 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.)
55. How would you rate your writing skills? (Ask for an example that demonstrates great writing skills.)
56. Provide an experience that demonstrates your ability to manage time effectively. What were the challenges and results?
57. Please share an experience in which you successfully taught a difficult principle or concept. How were you able to be successful?
58. Would you consider analyzing data or information a strength? How so?
59. 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?
60. What are some long-range objectives that you developed in your last job? What did you do to achieve them?
61. What is the key to success when communicating with the public.
62. In your experience, what is the key to developing a good team? (Look for how they build mutual trust, respect, and cooperation.)
63. Tell me about the last time you oversaw the work of someone else. How did you effectively motivate, develop, and direct the worker(s)?
64. Provide an example of when you set expectations and monitored the performance of subordinates. What guidance and direction did you find most effective?