Data Management Information Technology Specialist Interview Questions

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

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

3. Share an experience in which a modification you made to a database benefited your company. How did you identify the need for modification?

4. Name a time when your advice to management led to an improvement in your company or otherwise helped your employer.

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

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

8. Would you consider analyzing data or information a strength? How so?

9. Share an effective approach to working with a large amount of information/data. How has your approach affected your company?

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

11. 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?

12. 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.

13. Name a time when you identified strengths and weaknesses of alternative solutions to problems. What was

the impact?

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

15. Provide an example when your ethics were tested.

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

17. Share an experience in which your ability to consider the costs or benefits of a potential action helped you choose the most appropriate action.

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

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

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

21. 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?

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

23. Please share an experience in which you presented to a group. What was the situation and how did it go?

24. Share an effective method you have used to test, correct errors in, and modify programs and databases.

25. 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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26. 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.)

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

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

29. Describe a security measure you planned and/or implemented which successfully safeguarded information in computer files. What methods led to your success?

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

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

32. Provide a time when you worked on a project team to coordinate database development and/or determine project scope and limitation. How did your participation benefit your company?

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

34. 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.)

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

36. 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?

37. Describe an experience in which you identified the educational needs of your students and successfully developed a way to teach/train them.

38. Name a time when your patience was tested. How did you keep your emotions in check?

39. Tell me about some of your most recent computer programming projects.

40. Share an experience in which you effectively wrote and coded logical and physical database descriptions and specified identifiers of the database to the management system.

41. Provide an example of a project you worked on that demonstrates your programming abilities. What was your role in the project?

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

43. Provide a time when you successfully trained users. What methods made you a successful trainer?

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

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

46. How do you determine and specify users and user access levels for each segment of database?

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

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

49. Share an experience in which you supervised the installation and/or testing of new products and improvements to computer systems.

50. 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.

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51. Provide an experience in which you accurately estimated the time and cost required to accomplish a project. How about a time when your estimates were not as accurate?

52. Tell me about a method you developed for integrating different products so they work properly together.

53. Describe a guideline you developed which successfully guided the use and acquisition of software and protected vulnerable information.

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. Describe a data model you developed which illustrated data elements and how they are used.

56. Provide an effective method you have used to monitor database performance and to create production database.

57. Tell me about the last time you oversaw the work of someone else. How did you effectively motivate, develop, and direct the worker(s)?

58. Provide an example when you were able to prevent a problem because you foresaw the reaction of another person.

59. Describe the methods you used to establish and calculate optimum values for database parameters.

60. 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.)

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

62. Share an experience in which your ability to read a workflow chart helped you in your work.

63. Describe a time when you successfully persuaded another person to change his/her way of thinking or behavior.

64. Share an experience in which your willingness to lead or offer an opinion helped your company.
65. Provide an effective method you have used to identify and evaluate industry trends in database systems. Name a time when this knowledge helped you serve as a good advisor to management.
66. Provide an experience in which your ability to actively find ways to help people improved your company or your own work ethic.
67. In your experience, what is the key to developing a good team? (Look for how they build mutual trust, respect, and cooperation.)