1. 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.
2. Share an experience in which monitoring a patient's progress helped you identify the need for adjusting a treatment.
3. What is the key to success when communicating with the public.
4. Describe a time when you successfully provided personal assistance to a coworker or patron.
5. Share an experience you had in dealing with a difficult person and how you handled the situation.
6. Share an experience in which you successfully shared a difficult piece of information. (Make sure that the candidate has open lines of communication.)
7. Tell me how you organize, plan, and prioritize your work.
8. What are some long-range objectives that you developed in your last job? What did you do to achieve them?
9. Share an experience when you applied new technology or information in your job. How did it help your company?
10. Give me an example of when you thought outside of the box. How did it help your employer?
11. Tell me about an experience in which you analyzed information and evaluated results to choose the best solution to a problem.
12. Would you consider analyzing data or information a strength? How so?
13. 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?
14. Share an effective approach to working with a large amount of information/data. How has your approach

affected your company?
15. Tell me about the last time you monitored or reviewed information and detected a problem. How did you respond?
16. Share an example of a time you had to gather information from multiple sources. How did you determine which information was relevant?
17. Provide an example when you were able to prevent a problem because you foresaw the reaction of another person.
18. Name a time when you identified strengths and weaknesses of alternative solutions to problems. What was the impact?
19. Please share an experience in which you presented to a group. What was the situation and how did it go?
20. How would you rate your writing skills? (Ask for an example that demonstrates great writing skills.)
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 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. Share an experience in which your understanding of a current or upcoming problem helped your company to respond to the problem.
24. Provide an example when your ethics were tested.
25. Provide an experience in which you were sensitive to somone's needs or feelings. How did your helpfulness affect your work environment?
26. Share an example of when you went above and beyond the "call of duty". (Look for answers that show the candidate is dependable.)

27. 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.)
28. 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?
29. What is the state of your reports and documentation? What is something you would like to improve?
30. Provide an experience in which you used tests and/or special instruments to evaluate patients and gather
information on the type and degree of impairments.
31. Describe an experience in which you evaluated test results, diagnosed a difficult problem, and planned a
treatment which was effective.
32. Describe an experience in which you identified the educational needs of your students and successfully
developed a way to teach/train them.
33. Share an experience in which your ability to consider the costs or benefits of a potential action helped you
choose the most appropriate action.
34. 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?
35. Name a time when your patience was tested. How did you keep your emotions in check?
36. Tell me about a time when you developed your own way of doing things or were self-motivated to finish
an important task.
37. 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.)
38. What factors do you consider when developing and implementing treatment plans? Share an experience.

39. Share an experience in which your attention to detail and thoroughness had an impact on your last company.
40. Provide a time when you worked in a rapidly evolving workplace. How did you deal with the change? (Make sure the candidate is flexible.)
41. Tell me about an individual or group activity you developed in a school to deal with a speech-language problem.
42. Please share an experience in which you successfully taught a difficult principle or concept. How were you able to be successful?
43. Name a time when your advice to management led to an improvement in your company or otherwise helped your employer.
44. Share an experience in which your participation in a meeting regarding a patient's progress helped you to be more effective in your work.
45. 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.)
46. Provide an experience in which you successfully completed administrative responsibilities.
47. Provide an experience in which your ability to actively find ways to help people improved your company or your own work ethic.
48. Provide an example of when you were persistent in the face of obstacles.
49. Share an effective method you have used to educate patients and family members on important issues.
50. Describe an experience in which you effectively instructed a client on techniques for more effective communication. What methods made you successful?

51. Name a time when your creativity or alternative thinking solved a problem in your workplace.
52. Provide a time when you dealt calmly and effectively with a high-stress situation.
53. Share an example of when you established and accomplished a goal that was personally challenging. What
helped you succeed?
54. How do you stay informed on new hearing or speech disorder treatment methods or technologies? Share
an experience.
55. Describe your experience communicating with non-speaking students.
56. Tell me about a speech exercise program you developed which reduced disabilities.
57. Provide an experience in which you effectively taught a client to control or strengthen tongue, jaw, or face
muscles or breathing mechanisms.
58. Share an experience in which your willingness to lead or offer an opinion helped your company.
59. Provide an experience in which you effectively advised educators or medical staff on speech or hearing
topics.
60. Share an experience in which you supervised and/or collaborated with a therapy team.
61. Describe an alternative diagnostic or communication device or strategy which you developed.
62. Provide an experience that demonstrates your ability to manage time effectively. What were the challenges
and results?
63. Share an experience in which you successfully coordinated with others. How about a coordination effort
that was not as successful?
64. Provide an experience in which you instructed a dialect speaker or a student with limited English
proficiency on communication.

65. Tell me about an effective lesson or game which you conducted to assist a teacher dealing with speech problems.
66. Share a time when you successfully used scientific rules or methods to solve a problem at work.
67. Tell me about research you have conducted on speech or hearing topics.
68. Provide an example of a time when you successfully organized a diverse group of people to accomplish a task.
69. Describe a time when you successfully persuaded another person to change his/her way of thinking or behavior.
70. Share your experience using computer applications to identify and/or assist with communication disabilities.
71. 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.
72. In your experience, what is the key to developing a good team? (Look for how they build mutual trust, respect, and cooperation.)
73. Tell me about the last time you oversaw the work of someone else. How did you effectively motivate, develop, and direct the worker(s)?
74. 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.)
75. Tell me about a recent experience you've had working with your hands.
76. Share an experience in which your diligence of inspecting equipment, structures, or materials helped you identify a problem or the cause of a problem.

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