

Outpatient Dietitian Interview Questions

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

2. Share an effective method you have used to counsel individuals and groups on good nutrition, eating habits, and/or nutrition monitoring.

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

4. 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?

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

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

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

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

9. Describe a time when you successfully provided personal assistance to a coworker or patron.

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

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

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

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

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

15. 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?

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

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

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

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

20. 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.

21. Name a time when you identified strengths and weaknesses of alternative solutions to problems. What was the impact?

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

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

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

25. 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.)

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

27. 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?

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

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

30. Describe the methods you use to develop and implement dietary-care plans and provide nutritional counseling.

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

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

33. Provide an example when your ethics were tested.

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

35. Provide an experience in which consulting with a physician or health care worker helped you to effectively determine the nutritional needs or diet restrictions of a patient or client.

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

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

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

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company.

39. Provide an experience in which your ability to actively find ways to help people improved your company or your own work ethic.

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

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

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

43. 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.)

44. Share an effective method you have used to ensure that food service operations conform to standards.

45. 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?

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

47. Tell me about a special meal (e.g. low-cholesterol) which you developed.

48. Tell me about effective teaching materials you have developed.

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

50. Share an experience in which you made recommendations regarding public policy.

51. Tell me about the last time you oversaw the work of someone else. How did you effectively motivate,

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develop, and direct the worker(s)?

52. Tell me about research you have planned, conducted, and/or evaluated.

53. Describe an effective training program which you planned and/or conducted. What methods made you successful?

54. 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.

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

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

57. Describe a diet counseling service which you coordinated.

58. 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.)

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

60. 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.)

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

62. Share an effective method you have used to ensure that meals conform to prescribed diets and standards of palatability and appearance.

63. Describe a policy you developed for a food service or nutritional program which effectively promoted health or helped control disease.

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64. Provide an experience in which you managed a quantity food service department or a clinical/community nutrition service.

65. Share an experience in which you selected, trained, and/or supervised workers who planned, prepared, and/or served meals. What methods made you a successful supervisor?

66. 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.)

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

68. Share an experience in which your willingness to lead or offer an opinion helped your company.

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

70. Share an experience in which you successfully coordinated recipe development and/or developed new menus for an independent food service operation.

71. Provide an experience in which you wrote a successful research report or similar publication.

72. Provide an effective method you have used to prepare and administer budgets.

73. What is the key to a successful budget?

74. Share an effective method you have used to acquire program funding, especially through grant proposals.

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

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

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77. Provide an effective method you have used to test new food products and equipment.

78. Provide an experience in which you conferred with design, building, and/or equipment personnel to effectively plan the construction or remodeling of a food service unit.

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