

## School Cafeteria Head Cook Interview Questions

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

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

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

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

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

6. Tell me about a recent experience you've had working with your hands.

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

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

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

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

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

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

13. Provide an example of when you've checked the quality of raw and cooked food products and determined quality standards were not met. How did you respond?

14. 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)?

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

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

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

18. What did you do to monitor sanitation practices to ensure that employees followed standards and regulations?

19. How do you stay fit in order to perform physical activities that are required in the workplace?

20. 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?

21. 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.

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 dealt calmly and effectively with a high-stress situation.

24. Provide an example of when you checked the quantity of received products and caught an error.

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

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

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27. 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?

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

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

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30. How often would you inspect supplies, equipment, and work areas to ensure conformance to established standards?

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31. Did you supervise and coordinate activities of cooks and workers engaged in food preparation? If so, how many?

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32. Share your experience ordering food and supplies needed to ensure efficient operation.

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

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

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

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

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37. 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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38. 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.)

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39. Describe to me the situation when you received positive feedback on how you presented or displayed the food?

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40. 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?

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41. Provide an example when your ethics were tested.

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

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43. Name a time when you successfully estimated amounts and costs of required supplies, such as food and ingredients.

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44. Share an example of when you instructed cooks or other workers in the preparation, cooking, garnishing, and presentation of food.

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

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

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47. Do you have experience planning, directing, and/or supervising the food preparation and cooking activities of multiple kitchens or restaurants in an establishment such as a restaurant chain, hospital, or hotel?

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48. 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.)

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49. Name a time when you analyzed recipes to assign prices to menu items based on food, labor, and overhead costs.

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50. Provide an example of when you collaborated with other personnel to plan and develop recipes and menus. (Look to see if the candidate took into account such factors as seasonal availability of ingredients and the likely number of customers.)

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51. Share an effective approach to working with a large amount of information/data. How has your approach affected your company?
52. Provide an experience when you prepared and cooked foods of all types. (Can either be on a regular basis or for special guests or functions.)
53. 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.)
54. What factors do you consider when determining production schedules and staff requirements? Share an experience.
55. Share an experience when you applied new technology or information in your job. How did it help your company?
56. Provide an experience in which you were sensitive to someone's needs or feelings. How did your helpfulness affect your work environment?
57. Provide a time when you met with customers to discuss menus for special occasions such as weddings, parties, and banquets. How did you meet the customers needs?
58. Do you have experience recruiting and hiring staff, including cooks and other kitchen workers? What made you successful?
59. 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.)
60. Tell me about a time when you developed your own way of doing things or were self-motivated to finish an important task.
61. Provide an experience in which you coordinated planning, budgeting, and/or purchasing for the food operations in an establishment.

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62. Name a time when your creativity or alternative thinking solved a problem in your workplace.
63. Provide an experience in which you effectively demonstrated new cooking techniques or equipment to staff.
64. Provide an experience in which your ability to actively find ways to help people improved your company or your own work ethic.
65. Please share an experience in which you successfully taught a difficult principle or concept. How were you able to be successful?
66. Share your experience negotiating prices with sales representatives.
67. In your experience, what is the key to developing a good team? (Look for how they build mutual trust, respect, and cooperation.)
68. Would you consider analyzing data or information a strength? How so?
69. 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?
70. Describe a time when you successfully persuaded another person to change his/her way of thinking or behavior.
71. What is the key to a successful budget?
72. 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.)
73. How would you rate your writing skills? (Ask for an example that demonstrates great writing skills.)
74. Describe a time when you successfully provided personal assistance to a coworker or patron.
75. What are some long-range objectives that you developed in your last job? What did you do to achieve

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them?

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

77. Share an experience in which you've successfully learned how to handle a new piece of equipment?

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

79. 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.

80. Describe a time when you successfully serviced, repaired, or tested a machine or device that operates mainly by mechanical principles.