

## Process Engineering Technician Interview Questions

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

2. Share an effective method you have used to evaluate tool drawing designs. Share an experience.

3. Provide an effective method you have used to ensure that equipment meets specifications.

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 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. Share an experience in which you oversaw the assembly, fabrication, construction, maintenance, or modification of equipment. How did you communicate to the staff what you wanted?

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

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

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

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

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

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

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

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

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

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

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

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

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

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

26. Describe a time when you successfully serviced, repaired, calibrated, or tested a device that operates mainly by electronic principles.

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

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

30. 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.)

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

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

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

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

35. Provide an example when your ethics were tested.

36. Share an experience in which you successfully tested equipment, using test devices attached to electrical parts.

37. Share an experience in which you devised, fabricated, and/or assembled new mechanical components for products.

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

39. Provide an experience in which you discussed changes with staff and coordinated corrections. How did it

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benefit your company?

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

41. 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.

42. What factors do you consider when determining test specifications, procedures, and objectives?

43. Describe an experience in which you successfully operated a machine to modify parts tested or to fabricate experimental parts for testing.

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

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

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

47. Share an experience in which conducting a test under operational circumstances helped you to improve equipment performance.

48. What is the state of your records? What is one thing you would like to improve?

49. Provide an effective method you have used to identify and plan requirements, fabrication, assembly, and testing.

50. 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?

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

52. Provide an experience in which you were sensitive to someone's needs or feelings. How did your

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helpfulness affect your work environment?

53. Share an experience in which conferring with technicians helped you in your work.

54. Provide an effective method you have used to obtain accurate specified performance data.

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

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

57. Provide an effective method you have used to ensure that drawings are clear and correct.

58. Describe an experience in which you effectively drafted detail drawings and/or sketches.

59. Share an effective method you have used to set up tests and operate test controlling equipment.

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

61. Describe an experience in which you successfully controlled the operation of a difficult system. What made you successful?

62. Share an effective method you have used to estimate cost factors. Provide an experience.

63. 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?

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

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

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

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

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

69. Tell me about your qualifications for and your experience handling vehicles and/or mechanized equipment.

70. 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.)

71. 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.)

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

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

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

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

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behavior.

78. Tell me about the last time you performed routine maintenance on equipment. How did you determine when and what type of work was needed?

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

81. Tell me about your last experience doing repair work. How did you determine what tools you needed?