

Book Shelver Interview Questions

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

2. Share an experience in which you assisted patrons in the use of library resources.

3. Describe a time when you ordered library materials, checked prices, figured costs, prepared order slips, and made payments.

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

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

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

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

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

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

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