

## Engineering Lab Coordinator Interview Questions

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

2. Share an effective method you have used to evaluate the performance of developmental parts, assemblies, and/or systems.

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

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

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

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

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

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

10. 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?

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

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

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

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

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

16. 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?

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

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

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

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