

## Program Evaluation Consultant Interview Questions

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

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

3. Walk me through how you would develop interview techniques, rating scales, and psychological tests used to assess skills, abilities, and interests for the purpose of employee selection, placement, and promotion.

4. Describe an experience when you advised management concerning personnel, managerial, and marketing policies and practices and their potential effects on organizational effectiveness and efficiency.

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

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

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. 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?

10. 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.

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

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

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

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

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

16. Tell me about the last time you oversaw the work of someone else. How did you effectively motivate, develop, and direct the worker(s)?

17. 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.)

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

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

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?