

## Information Systems Planner (is Planner) Interview Questions

1. How do you ensure that project deliverables adhere to quality standards?
2. Provide an experience in which performing a risk assessment helped you to develop an effective response strategy.
3. Share an effective method you have used to monitor, document, and/or provide feedback on performance of team members.
4. Share an experience in which conferring with project personnel helped you identify and/or resolve a problem.
5. Provide an effective method you have used to assess current and/or future customer needs and priorities.
6. Share an experience in which you successfully scheduled and/or facilitated a meeting.
7. Tell me about a negotiation you made with a project stakeholder or supplier which you were happy with. How about one you were unhappy with?
8. Share an effective method you have used to monitor project milestones and/or deliverables.
9. Describe a modification you made or approved to project plans. How did you determine the need for modification?
10. What factors do you consider when selecting vendors and/or consultants to meet project needs?
11. Provide an effective method you have used to identify the need for initial or supplemental project resources. Share an experience.
12. Describe an effective project communication plan which you established.
13. Share an experience in which you successfully directed the activities of project personnel. What methods made you a successful director?
14. Tell me about an effective implementation plan which you developed.

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15. Describe a budget you developed and/or managed.

16. Provide an effective method you have used to coordinate the recruitment and/or selection of project personnel.

17. Describe a time when you effectively assigned duties, responsibilities, and spans of authority to project personnel. What methods led to your success?

18. What is the state of the reports you have prepared recently? What is one thing you would like to improve in your reports?

19. Share an effective method you have used to ensure adherence of project execution to budget, schedule, and/or scope.

20. Provide a time when you successfully developed and updated project plans for an information technology project.