

Detailer Interview Questions

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

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2. Tell me about the last project you worked on. What was the most challenging part of the project?

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

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

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5. 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?

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

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

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8. 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?

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

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

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

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

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13. Provide an example when your ethics were tested.

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

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

16. 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.)

17. 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.)

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

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

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

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

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

23. Provide an effective method you have used to coordinate structural, electrical, and/or mechanical designs and determine a method of presentation to graphically represent building plans.

24. Share an effective method you have used to determine the effect of technical documents and reports on architectural designs.

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

27. What data have you found useful for drawing rough and detailed scale plans? Share an experience.

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

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

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