

## Electronics Technology Department Chair Interview Questions

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

2. 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?

3. Share an effective approach to set up and operate specialized or standard test equipment to diagnose, test, or analyze the performance of electronic components, assemblies, or systems.

4. What is the most challenging part of troubleshooting microprocessors or electronic instruments, equipment, or systems, using electronic test equipment such as logic analyzers?

5. What kind of experience do you have supervising the building or testing of prototypes of electronics circuits, equipment, or systems?

6. Name a time when your advice to management led to an improvement in your company or otherwise helped your employer.

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

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

9. Share an experience in which you've successfully learned how to handle a new piece of equipment?

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

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

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

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

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

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

17. Tell me about a time when you successfully determined the cause of an operating error at your company and solved the problem.

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

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. Share an experience in which you conducted a test of a product, service, or process and successfully improved the quality or performance.

21. Describe a time when you successfully serviced, repaired, or tested a machine or device that operates mainly by mechanical principles.

22. What have you found to be the best way to assemble circuitry for electronic systems according to engineering instructions, production specifications, or technical manuals?

23. Name a time where you conducted or supervised the installation and operation of electronic equipment and systems.

24. How much time do you spend preparing or maintaining design, testing, or operational records and documentation?

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25. Tell me about your last experience doing repair work. How did you determine what tools you needed?

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26. Tell me about the last time you performed routine maintenance on equipment. How did you determine when and what type of work was needed?

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27. Provide an example of when you were persistent in the face of obstacles.

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

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29. 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.)

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30. 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.)

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