

## Cottage Supervisor Interview Questions

1. Share an experience you had in dealing with a difficult person and how you handled the situation.
2. Share an experience in which your monitoring of prisoners helped you to prevent escape or violence.
3. Describe a time when you successfully provided personal assistance to a coworker or patron.
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. How do you stay fit in order to perform physical activities that are required in the workplace?
6. Share an experience when you applied new technology or information in your job. How did it help your company?
7. Tell me about an experience in which you analyzed information and evaluated results to choose the best solution to a problem.
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?
9. Tell me about the last time you monitored or reviewed information and detected a problem. How did you respond?
10. Share an example of a time you had to gather information from multiple sources. How did you determine which information was relevant?
11. Provide an example when you were able to prevent a problem because you foresaw the reaction of another person.
12. Describe an experience in which you identified the educational needs of your students and successfully developed a way to teach/train them.
13. 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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14. 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.
15. Provide a time when you dealt calmly and effectively with a high-stress situation.
16. Name a time when your patience was tested. How did you keep your emotions in check?
17. Describe a time when located and/or recaptured an escapee.
18. Provide an effective method you have used to ensure security of correctional facilities. How do you ensure that locks, window bars, grills, doors, gates, etc. are in good condition?
19. Please share an experience in which you presented to a group. What was the situation and how did it go?
20. Provide an example when your ethics were tested.
21. What is the state of your logs of prisoner activities? What is one thing you would like to improve?
22. Share an experience in which your attention to detail and thoroughness had an impact on your last company.
23. Share an example of when you went above and beyond the "call of duty". (Look for answers that show the candidate is dependable.)
24. Provide an experience in which you used a weapon, handcuffs, and/or physical force to maintain discipline and order.
25. Describe your experience searching prisoners, vehicles, and cells.
26. Provide an example of a time when you were able to demonstrate excellent listening skills. What was the situation and outcome?

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27. Share your experience screening visitors.

28. What is the key to success when communicating with the public.

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

30. Describe your experience maintaining prisoner records.