

## Keyboarding Teacher Interview Questions

1. Share an experience you had in dealing with a difficult person and how you handled the situation.
2. How do you establish and enforce rules in your classroom?
3. 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?
4. Describe an experience in which you identified the educational needs of your students and successfully developed a way to teach/train them.
5. Provide an example of a time when you successfully organized a diverse group of people to accomplish a task.
6. Share an experience in which you successfully shared a difficult piece of information. (Make sure that the candidate has open lines of communication.)
7. Tell me how you organize, plan, and prioritize your work.
8. What are some long-range objectives that you developed in your last job? What did you do to achieve them?
9. Share an experience when you applied new technology or information in your job. How did it help your company?
10. Give me an example of when you thought outside of the box. How did it help your employer?
11. Tell me about an experience in which you analyzed information and evaluated results to choose the best solution to a problem.
12. Share an example of a time you had to gather information from multiple sources. How did you determine which information was relevant?
13. Please share an experience in which you successfully taught a difficult principle or concept. How were you able to be successful?

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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 effective method you have used to monitor students' use of equipment and materials to prevent injuries and damage.

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

17. Name a time when your patience was tested. How did you keep your emotions in check?

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

19. Describe the teaching methods you have found effective in instructing students.

20. Provide an example when your ethics were tested.

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

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

23. What is the most challenging aspect of keeping accurate student records?

24. 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.)

25. 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.)

26. Tell me how you go about creating your lesson plans. (Look to see that the candidate establishes clear objectives for all lessons.)

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27. Please share a class activity that you are exceptionally proud of. What made it exceptional? (Look for preparation.)

28. Provide an experience in which you were sensitive to someone's needs or feelings. How did your helpfulness affect your work environment?

29. Share a time when you've taught using methods other than a lecture. What was the outcome?

30. Provide an example of when you adapted your teaching methods or instructional materials to meet your students' varying needs and interests.