

## Orthotics Clinic Manager Interview Questions

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

2. Share an effective method you have used to determine patients' appliance needs and to identify factors which could affect appliance fit.

3. Describe an experience in which you identified the educational needs of your students and successfully developed a way to teach/train them.

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

5. Describe a time when you successfully provided personal assistance to a coworker or patron.

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. 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?

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

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. 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?

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

## Orthotics Clinic Manager Interview Questions

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

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

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

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

20. Provide an example when your ethics were tested.

21. What is the most challenging part of budgeting for you?

22. Tell me about a recent experience you've had working with your hands.

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

24. Provide an effective method you have used to instruct patients on the use and care of orthoses and prostheses. Share an experience.

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

26. What factors do you consider when designing orthopedic and prosthetic devices?

## Orthotics Clinic Manager Interview Questions

27. Share an experience in which your diligence of inspecting equipment, structures, or materials helped you identify a problem or the cause of a problem.

28. How would you rate your writing skills? (Ask for an example that demonstrates great writing skills.)

29. What is the state of your records? What is something you would like to improve?

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