

## Systems Analysis Information Technology Specialist Interview Questions

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

2. Provide an example of a project you worked on that demonstrates your programming abilities. What was your role in the project?

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

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

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

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

7. 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?

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

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

10. Tell me about some of your most recent computer programming projects.

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

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

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

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

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

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

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

18. Provide an example when your ethics were tested.

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

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

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

23. Provide a time when you were able to identify a complex problem, evaluate the options, and implement a solution. How did the solution benefit your employer?

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

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

26. Tell me about a time when you successfully determined the cause of an operating error at your company

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and solved the problem.

27. Share an experience in which your understanding of a current or upcoming problem helped your company to respond to the problem.

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

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.)

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.)