

Errand Runner Interview Questions

1. Tell me about your qualifications for and your experience handling vehicles and/or mechanized equipment.
2. Tell me about a recent experience you've had working with your hands.
3. What kind of experience do you have driving vehicles with capacities under three tons to transport materials to and from specified destinations, such as railroad stations, plants, residences, offices, or within industrial yards?
4. Describe methods you have found useful to inspect and maintain vehicle supplies and equipment, such as gas, oil, water, tires, lights, or brakes, to ensure that vehicles are in proper working condition.
5. Provide an example when your ethics were tested.
6. Share an example of when you went above and beyond the "call of duty". (Look for answers that show the candidate is dependable.)
7. What is the most challenging part of verifying the contents of inventory loads against shipping papers?
8. Why is it important to maintain records, such as vehicle logs, records of cargo, or billing statements, in accordance with regulations?
9. Name a time when you drove trucks equipped with public address systems through city streets to broadcast announcements for advertising or publicity purposes.
10. Tell me about a time when you developed your own way of doing things or were self-motivated to finish an important task.
11. Share an experience in which your attention to detail and thoroughness had an impact on your last company.
12. Share an experience in which your diligence of inspecting equipment, structures, or materials helped you identify a problem or the cause of a problem.
13. Name a time when your patience was tested. How did you keep your emotions in check?

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14. Do you find it helpful to report delays, accidents, or other traffic and transportation situations to bases or other vehicles, using telephones or mobile two-way radios? Has it helped you?

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

16. 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.)

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

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

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

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

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

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

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

24. 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.)

25. Describe an experience in which you successfully controlled the operation of a difficult system. What made you successful?

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

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27. Provide an experience that demonstrates your ability to manage time effectively. What were the challenges and results?

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

29. Provide an example when you were able to prevent a problem because you foresaw the reaction of another person.

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