

Candidate Name \_\_\_\_\_ Date \_\_\_\_\_

Position \_\_\_\_\_ Market Center \_\_\_\_\_

Interviewer \_\_\_\_\_

**I. Life Story Question**

Put modesty in your pocket. Starting from when you graduated from high school, [or your last formal education] tell me your life story. Explain your real highs, successes, and the things you are really proud of and also your real lows, failures, and things you're least proud of. Tell me what you learned from these experiences and also give me an idea of what you were earning for your efforts.

*(Use the table below or a flip chart page to record comments.)*

**My Life Story**

Date	Event	Highs/Lows	What I Learned	What I earned

**2. What did you do to prepare for this interview?**

**3a. What are your strengths? What would \_\_\_\_\_ (e.g., your broker, your manager) say are your strengths?**

**3b. What are your weaknesses? What would \_\_\_\_\_ (e.g., your broker, your manager) say are your weaknesses?**

**4a. Give 2 or 3 specific instances of when you were trained really well.**

**4b. Give 2 or 3 specific instances of when you were trained poorly.**

**5a. Give 2 or 3 specific instances of when you were managed really well.**

**5b. Give 2 or 3 specific instances of when you were managed poorly.**

**6. How do you motivate yourself to do things really well that you do not like to do?**

**7a. How do you set goals?**

**7b. How do you hold yourself accountable to meeting those goals?**

**8. Describe a major career decision you have made and the steps you went through to make it.**

**9. Describe a major personal decision you have made and the steps you went through to make it.**

**10. Think of a major career accomplishment you made. What happened? What was your contribution? How did your contribution impact the outcome? What lessons did you learn?**

**11. Think of a major personal accomplishment you made. What happened? What was your contribution? How did your contribution impact the outcome? What lessons did you learn?**

**12. How long would you be willing to fail before you succeed at a task?**

**13. Think about a big mistake you have made in your career or personal life. What happened? What did you do? What lessons did you learn? How did it change your life?**

**14. How would you describe the relationship you would like to have with your co-workers?**

**15. How would you describe the relationship you would like to have with your manager or supervisor?**

**16. How would you describe the relationship you currently have with your co-workers and manager or supervisor?**

**17. Who are the 3 people you most like, admire, and respect, and why?**

**18. Who have been your most outstanding co-workers or employees, and why?**

**19a. What defines a good performer on the job?**

**19b. What defines a bad performer on the job?**

**20a. In what kind of working environment are you most productive?**

**20b. In what kind of working environment are you least productive?**

**21. What are your long-term career goals?**

**22. Why do you think you are a strong candidate for this position?**

**23. If we don't get together on this job, what career move will you make next?**

**Role-specific questions:**

**Interviewer, ask 3 questions that relate specifically to the job position.**

**24.**

**25.**

**26.**