



Andrea Harvey Associates, LLC  
LEVERAGING LEADERSHIP SKILLS FOR SUCCESS

## Behavioral Based Interview Questions- Samples

Think of a problem person you had to deal with on your last job. Tell me what happened and how you handled it.

Describe a situation where you thought it justifiable to alter standard procedure or break your organization's policy. What did you do?

Tell me something you've done in your job that's creative.

Tell me about a time you made a quick decision you're proud of.

Tell me about an important goal you set and how effective you were in accomplishing it.

You've heard the expression "roll with the punches." Describe a time you had to do that, especially when working with a difficult person.

When you had to do a job that was very uninteresting, how did you handle it?

What experience have you had with a miscommunication with an employee or volunteer? How did you solve it?

Tell me about a time when an upper-level decision or policy change held up your work. How did you handle it?

Describe a situation in your last job when you could structure your own work. What did you do?

Describe a time when you communicated unpleasant feelings to a supervisor. What happened? Have you ever had to make a sticky decision when there were no policy guidelines to cover it? What did you do?

What's been your experience in dealing with poor performance of subordinates? Give me an example.

In your current position, what kinds of decisions do you make without consulting your boss?

Give me an example of when you came up with a clever way of motivating people?

What were major obstacles you've had to overcome on your job and how did you handle them?

What kinds of things on your job make you angry? How did you react to those situations?

Describe a time you made a mistake that illustrated one of your needs for improvement.

For a free 30-minute consultation on how to conduct a behavioral interview, please contact AHA at 908-698-0900 or [andrea@andreaharveyassociates.com](mailto:andrea@andreaharveyassociates.com)