

Sample Exempt Interviewing Questions

Technical/Previous Work Experience

- Describe a time when you exceeded expectations (on a job, in a class). What did you do to make this possible?
- Share with me/us a time when you were disappointed with your performance. Describe the situation. How did you handle it?
- Give me/us an example of a problem situation that you resolved successfully. What was the problem?
- How did you determine what factors to address? How did you solve the problem?
- Once you have solved a problem how do you avoid its recurrence in the future?
- Walk me/us through the various education and career decisions you've made. Tell me/us why you made the choices you did.
- Describe an experience which required an enormous amount of flexibility on your part. How did you handle it?
- Describe a situation where you had to work with a person you disliked. How did you handle it?
- Tell me about the type of sensitive or confidential information that you handled in your last job.

Work Style/Learning Style

- Give me/us an example of a large project that you broke down into smaller steps. What errors occurred when you broke down the project? What did you learn from those mistakes?
- Tell me/us about a time when you had to plan, set priorities and organize something. What did you do?
- Sometimes to do something better we have to change our behavior, methods, attitude, etc. Describe a situation where you had to change to do better and what did you change?
- Once you have solved a problem how do you avoid its recurrence in the future?
- Describe an experience which required an enormous amount of flexibility on your part. How did you handle it?
- Tell me what you've done in the past to show your appreciation for a different culture or way of working.