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This question is one reason to do some research on the organization before the interview. Find out where they have been and where they are going. What are the current issues and who are themajor players?

7. **What have you done to improve your knowledge in the last year?**

Try to include improvement activities that relate to the job. A wide variety of activities can be mentioned as positive self-improvement. Have some good ones handy to mention.

8. **Are you applying for other jobs?**

Be honest but do not spend a lot of time in this area. Keep the focus on this job and what you can do for this organization. Anything else is a distraction.

9. **Why do you want to work for this organization?**

This may take some thought and certainly, should be based on the research you have done on the organization. Sincerity is extremely important here and will easily be used. Relate it to your long-term career goals.

10. **Do you know anyone who works for us?**

Be aware of the policy on relatives working for the organization. This can affect your answer even though they asked about friends not relatives. Be careful to mention a friend only if they are well thought of.

11. **What kind of salary do you need?**

A loaded question. A nasty little game that you will probably lose if you answer first. So, do not answer it. Instead, say something like, that's a tough question. Can you tell me the range for this position? In most cases, the interviewer, taken off guard, will tell you. If not, say that it can depend on the details of the job. Then give a wide range.

12. **Are you a team player?**

You are, of course, a team player. Be sure to have examples ready. Specifies that show you often perform for the good of the team rather than for yourself is good evidence of your team attitude. Do not brag; just say it in a matter-of-fact tone? This is a key point.

13. **How long would you expect to work for us if hired?**

Specifies here are not good. Something like this should work: I'd like it to be a long time. Or As long as we both feel I'm doing a good job.

14. **Have you ever had to fire anyone? How did you feel about that?**

BASIC INTERVIEW QUESTIONS

- ☐ **Tell me a little about yourself and your experience**
Talk about things you have done and jobs you have held that relate to the position you are interviewing for. Start with the item farthest back and work up to the present.
- ☐ **Why did you apply for this position?**
Because I would like to gain experience in an established hotel (or 5 Star Hotel or restaurant), I enjoy cooking and would like to develop my career as a chef.
- ☐ **Why are you the best person for the job?**
Because I love to cook and work with a team, I am reliable and hard working
- ☐ **Why did you leave your last job?**
Your answer must be positive regardless of the circumstances. Never refer to a major problem with management and never speak badly of supervisors, co-workers or the organization
- ☐ **What would your previous bosses, colleagues or teacher say about you?**
They would most likely say that I am hard working, happy to learn, a good student who listens and complete my assignments/tasks on time. Good at teamwork
- ☐ **What can you tell me about this company?**
You should know some information about the company e.g What type of restaurants they have and how many, how long it has been opened, how many rooms (if you are applying for a hotel), types of activities they have e.g spa, water sports, tennis courts, gym
- ☐ **Are you a team player?**
You are, of course, a team player. Be sure to have examples ready.
- ☐ **What are your Strengths?**
E.g. Carvings, leadership, can work under pressure, good at solving problems, work well within a team
- ☐ **What are your weaknesses?**
- ☐ **Are you willing to work overtime? Nights? Weekends?**
- ☐ **What has been or is your greatest achievement in your past or current role?**
- ☐ **Can you give me an example of where you have learnt from a mistake you have made? – What did you learn?**
- ☐ **What is more important to you: the money or the work?**
Money is always important, but the work is the most important.
- ☐ **What qualities do you look for in a boss?**
Someone who has great knowledge, good at training, loyal to the staff and treat them all equally, leads by example and has a good sense of humour
- ☐ **Do you have any questions for me?**
Always have some questions prepared. Questions like when would be able to start if successful, how many chefs do you have in the kitchen? How many covers does the restaurant do? Do you make all the food in house? Do you provide English Training?

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I concentrate on one thing at a time.



You may say that you thrive under certain types of pressure. Give an example that relates to the type of position applied for.

Probably this one. Do not give fuel to the suspicion that you may want another job more than this one.

This is a personal trait that only you can say, but good examples are:
Challenge, Achievement, Recognition

This is up to you. Be totally honest.

You set high standards for yourself and meet them. Your outcomes are a success. Your boss tell you that you are successful

You should be clear on this with your family prior to the interview if you think there is a chance it may come up. Do not say yes just to get the job if the real answer is no. This can create a lot of problems later on in your career. Be honest at this point and save yourself future grief.

This is a straight loyalty and dedication question. Do not worry about the deep ethical and philosophical implications. Just say yes.

Try to avoid labels. Some of the more common labels, like progressive, salesman or consensus, can have several meanings or descriptions depending on which management expert you listen to. The situational style is safe, because it says you will manage according to the situation, instead of one size fits all.

Here you have to come up with something or you strain credibility. Make it small, well intentioned mistake with a positive lesson learned. An example would be working too far ahead of colleagues on a project and thus throwing coordination off.

Trick question. If you know about blind spots, they are no longer blind spots. Do not reveal any personal areas of concern here. Let them do their own discovery on your bad points. Do not hand it to them.

Be careful to mention traits that are needed and that you have.

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