

Tate

# Interview Questions

## Fact sheet

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It's impossible to know exactly what questions your interviewer will be asking you, but as experienced recruiters we can give you a good indication of what they might be.



Here are a few examples, with some additional advice on how you might approach them.

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### Introducing yourself to the client effectively...

**Q ■ Tell me a bit about yourself?**

This question will almost always get asked.

It's a great opportunity to talk about your skills and experience with enthusiasm. The key is to focus on the details that are particularly relevant for this job - make it immediately clear why you're the perfect choice.

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### Illustrating your resourcefulness...

**Q ■ Can you give me a recent example of when you have experienced a setback?**

This is an opportunity to show your ability to handle a variety of situations.

Use an example in which an issue or problem was created by someone else, but successfully and diplomatically resolved by you.

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### Proving your determination...

**Q ■ Tell me about a time when you've had to keep yourself motivated during a difficult situation?**

The key thing here is to remain positive.

Tell them about your determination to develop or stay focused on a project, and show how you remained committed despite the challenges you faced. This is an opportunity to demonstrate your reliability too.

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### Demonstrating your ability to solve problems...

**Q ■ Give me an example of when you improved existing systems/procedures at work? How was this received by your colleagues/manager?**

Think of a time when you worked on something that made a genuine impact.

Break it down step by step, showing how the system or procedure progressed from the beginning to its completion. Then discuss how it was received, pointing out any specific ways in which it helped your colleagues or impressed your manager.

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### Showing your honesty...

**Q ■ Tell me about one of your major weaknesses?**

Even though it's tempting to suggest that you're flawless, your interviewer wants you to be honest.

This question is really about your ability to show that you understand which aspects of your skills or experience needs development. Pick something and state how and why you're keen to improve it.

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### Looking to the future...

**Q ■ Why are you looking for a new job?**

Above all, don't be negative about your previous employer.

Be positive. You see this as an opportunity to advance your career, or perhaps there's something specifically about this company that excites you. Whatever your reason is, frame it in an optimistic and enthusiastic way.

For any more tips visit [tate.co.uk](http://tate.co.uk) or contact your local Tate branch.

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