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Society for Human Resource Management

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## Interview Questions

### **Healthcare Questions:**

How would you react if the following should occur: a person suddenly collapses on the floor. After a few minutes, a large crowd gathers around with loud voices and making demands.

If you had to read illegible handwriting, what would you do?

You have found patient belongings in the main hospital corridor. Describe how you would take care of the situation.

What would you say or do if upon entering a patient's room the patient screamed, "Get out of my room"?

What would you do if a patient had used his/her call light, but upon entering the room, the curtain was drawn around the bed?

What would you do if you encountered a patient's family member alone and crying in the hallway?

How would you react if upon entering a patient's room, you were told that the family was upset over the care the patient was receiving?

What do you think makes a "good" hospital or why would a hospital be described as "one of the best" by a community?

How will your work performance enhance (name of company/organization) in the healthcare arena as it is today?

### **Behavioral Questions:**

Describe what you would say if asked to talk about yourself in a group of 15 people.

If someone told you that you had made an error, describe how you would react and what you would say in your defense.

If someone asked you for assistance with a matter that is outside the parameters of your job description, what would you do?

You are a committee member and disagree with a point or decision. How will you respond?

Describe what you would classify as a crisis.

You are angry about an unfair decision. How do you react?

Suppose you are in a situation where deadlines and priorities change frequently and rapidly. How would you handle it?

How do you know when you are stressed? What do you do to de-stress?

Tell me about a time when you were a part of a great team. What was your part in making the team effective?

Give me an example of a time when you had to deal with a difficult co-worker. How did you handle the situation?

How do you think your co-workers would respond if you were absent from work?

Can you tell me about a time during your previous employment when you suggested a better way to perform a process?

Tell me about a personal or career goal that you have accomplished and why that was important to you.

Give an example of a time when you were trying to meet a deadline, you were interrupted, and did not make the deadline. How did you respond?

What strengths did you rely on in your last position to make you successful in your work?

What do you do when you know you are right and your boss disagrees with you? Give me an example of when this has happened in your career.

Tell me about a situation you wish that you had handled differently based on the outcome. What was the situation? What would you change (or will you change) when faced with a similar situation?

Suppose your supervisor asked you to get information for them that you know is confidential and he/she should not have access to. What would you do?

Describe a time when you performed a task outside your perceived responsibilities. What was the task? Why did you perceive it to be outside your responsibilities? What was the outcome?

It's 4:30 on a Friday afternoon. Your supervisor gives you an assignment that needs to be finished by 8:00 Monday morning. You have already made plans to be away the entire weekend. What would you do?

If you observed a co-worker who made inappropriate sexual or racial remarks to another employee, and it was obvious to you that the situation was creating an uncomfortable environment, what would you do?

**General Question:**

Could you share with us a recent accomplishment of which you are most proud?

What would you have liked to do more of in your last position? What held you back?

Tell us a bit about your work background, and then give us a description of how you think it relates to our current opening.

What are your qualifications in your area of expertise, i.e., what skills do you have that make you the best candidate for this position? Include any special training you have had (on-the-job, college, continuing education, seminars, reading, etc.) and related work experience.

Why have you applied for this position?

What skill set do you think you would bring to this position?

Tell me about your present or last job. Why did you choose it? Why did you/do you want to leave?

What was your primary contribution/achievement? Biggest challenge?

What are your short-term and long-term goals?

In what areas would you like to develop further? What are your plans to do that?

What are some positive aspects of your last employment/employer? What are some negative aspects?

What do you think about SOPs (Standard Operating Procedures)?

What are your career path interests?

What do you know about our company?

Why should we hire YOU?

If the position required it, would you be willing to travel?

If the position required it, would you be willing to relocate?

If you were offered this position, when would you be available to start?

After learning about this opportunity, what made you take the next step and apply for the job?

If you are the successful applicant, how would you expect to be different after a year in this position?

Now that you have learned about our company and the position you are applying for, what hesitation or reluctance would you have in accepting this job if we offer it to you?

Tell me anything else you would like us to know about you that will aid us in making our decision.

What questions would you like to ask me?

### **Interpersonal Questions:**

What are your strengths?

What would your last boss say about you?

Describe how you like to be managed, and the best relationship you've had with a previous boss.

If I asked your previous/current co-workers about you what would they say?

Describe what you see as your strengths related to this job/position. Describe what you see as your weaknesses related to this job/position.

Explain the phrase "work ethic" and describe yours.

What kind of people do you find it most difficult to work with? For example, assume you are in a situation where you have to deal with a person very different from yourself and you are finding it difficult. What would you do?

What methods do you use to make decisions? When do you find it most difficult to make a decision?

Describe a difficult time you have had dealing with an employee, customer, or co-worker. Why was it difficult? How did you handle it? What was the outcome?

How would your co-workers describe your work style/habits?

What do you do when others resist or reject your ideas or actions?

What do you think are the best and worst parts of working in a team environment?  
How do you handle it?

Under what kinds of conditions do you learn best?

How would your past employers describe your response to hectic or stressful situations?

How would your co-workers describe your work style or work habits?

If I asked several of your co-workers about your greatest strength as a team member, what would they tell me?

To you, which is more desirable: A business that is run in an efficient business-like manner OR a business that is run in a personal and friendly way?

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