

[Company Name] Behavioral Interview Questions

CANDIDATE NAME		POSITION TITLE	
INTERVIEW DATE		RESUME ATTACHED YES/NO	PERFEERED EXPEREINCE YES/NO
INTERVIEWER		POSITION TITLE	
INTERVIEWER		POSTION TITLE	

Teamwork Question 1: Recount a time when you worked with a colleague who was not doing their share of the work. How did you handle it?	
Client-Facing Question 1: Describe a situation where you've had to deliver bad news to a customer	
Adaptability Question 1: Tell me about a time when you dealt with ambiguity	
Time Management Question 1: Tell me about a time when you had multiple competing deadlines and how you managed them.	
Communication Question 1: Tell me about your greatest accomplishment	
Problem Solving Question 1: Describe the most challenging work problem you faced in your last job.	
Initiative Question 1: Describe a situation in which you exceeded requirements.	
Work Stress Question 1: Tell me about a stressful situation and how you dealt with it.	

	POOR	AVERAGE	GOOD	EXCELLENT	COMMENTS
TEAMWORK					
CLIENT-FACING					
ADAPTABILITY					
TIME MANAGEMENT					
COMMUNICATION					
PROBLEM SOLVING					
INTIATIVE					
WORK STRESS					

COMMENTS

RECOMMEND FOR HIRE		NOT A MATCH		DECISION NOT YET MADE	
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