**Behaviorally Anchored Interview Questions**

Interviewer: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Interviewee: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_

List five things you are good at:

*[Note: anyone can list three things they are good at but to list five is not so easy though surely we all have at least five things to share. You get to see the interviewee handle the stress of answering. Be patient. Say nothing. If s/he gets stuck before five say something encouraging but don’t let her/him off the hook. The longer it takes the more you learn about how s/he behaves under stress and how intelligent s/he is.]*

List three things you are working to get better at:

*[Note: same again…everyone has one thing in mind to work on but three is a different story.]*

What would those who know you well (friends, parents, employers, professors) say you should get better at?

*[Note: make sure the question is clear. It asks what the interviewee things others think. It takes a minute to get clear about this and that tells you something. The answer removes the person’s own filter. I.e., s/he is likely to tell you what s/he really does need to get better at!]*

Are they right?

*[Note: makes for an interesting reflective discussion.]*

Think of a time when you had an idea that you needed to get others to go along with.

*[Note: if s/he starts to tell you about it stop her/him. Double check to be sure there is a specific, real case in mind. Not an amalgamation of cases…a real and specific instance is what is needed.]*

* Tell me about it.

*[Note: it is nearly impossible to share anything but the truth from this point on. It is too hard to make up the facts. You probe to find out how a person works, thinks, and behaves almost as if you are watching it play out on a video tape. Don’t evaluate. Just strive for truth and understanding but push to get the details. Write down word-for-word what is said so you can remember it later.]*

* How did you prepare?
* Did it work?
* What did you learn from that?
* What could you have done differently? What would you do differently next time?

Think of a time when you and a colleague disagreed about how to do something?

* Tell me about it.
* How did you prepare to interact with your colleague on the matter?
* Did it work?
* What did you learn from that?
* What could you have done differently?

How would you describe the job for which you are interviewing?

How do you plan to approach the job?

Why would you not take this job?