



February 2011 Newsletter

Happy February. It is the month of “Love” so I thought it would be appropriate to equip our clients with some interviewing questions to help you ascertain whether or not you might “love” a potential employee. Recently I had a client come to me and ask us to find a very specific skilled professional to work with the chief executives in a company. The culture is very employee centric but also demands perfection. Throughout the course of the conversation it became clear to me that they needed not only an ‘assertive’ type personality but also a ‘critical thinker’- someone who could think about a process from A-Z and make things happen without a lot of direction. I knew we had professionals who on paper met the requirements but did they really have what it took to last in the job. My recruiter and I set out to research some questions to ask potential applicants to better ascertain who would be a fit. During our research I came across this article that I felt was worth sharing. Here are 7 interview questions you must ask in order to hire a brilliant person:

1. “How about those Yankees”- not really, but a question to develop rapport to get the interview started.
  - a. How were you impacted by the 12 inches of snow we got?
  - b. Are you from Tulsa?
2. “Talk about a time when you had to overcome major obstacles?”- get a picture of the person’s past performance.
  - a. Describe a time when you hired or fired the wrong person?
  - b. What was one of the toughest problems you ever solved? What process did you go through to solve it?
3. “What interests you about this position?”- find out how the applicant feels about the position and the company
  - a. Where does this job fit into your career path?
  - b. If you had to convince a friend to apply to this job what would you tell them?
4. “Is there intelligent life in outer space?” – find out what kind of thinker they are and how they handle surprises.
  - a. Teach me how to do something I don’t know how to do?
  - b. Why do people climb mountains?
5. “Imagine we have just hired you. What’s the most important thing on your to do list on the first day of work?” This question helps ascertain someone’s judgment and decision making skills. You will want to see whether he/she demonstrates the competencies and priorities that are important to the job and your company.
  - a. Do you tell your boss that a coworker tells you that he submitted phony expenses on his expense reimbursement sheet?



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- b. How do you handle an employee whose performance is mediocre but that you know has the potential to do better?
6. "Why did you get into this line of work?" This question measures the candidate's values and whether or not they are a fit for your company's culture. You should be looking for someone whose work ethic, motivations, and methods match the company's.
  - a. When did you realize this would be your career?
  - b. What keeps you coming to work besides the paycheck?
7. "But enough about you, what about us?" Find out whether the candidate has done his/her homework.
  - a. Where do you think the company should be in 10 years?
  - b. What is your opinion of our products?

Please let me know what you think of these questions and if you start using some in your interviewing process. I would love to know how they help you ascertain whether or not someone is a fit for your organization. As always, if we can be of any assistance to you moving forward, we are only a phone call or e-mail away. Please call us at 918-551-7767 or e-mail me at [carey@parttimepros.com](mailto:carey@parttimepros.com).

Happy February!!