

Interview Quiz

Please answer the following questions.

Each question is worth 10pts.

*** Required**

1. Which of the following is an important document submitted to Human Resources prior to going through the interview process? ***** 10 points

Mark only one oval.

- ☐ Written Report
- ☐ Resume
- ☐ Transcript
- ☐ Report Card

2. During the interview process, which of the following criteria is considered unprofessional and inappropriate? ***** 10 points

Mark only one oval.

- ☐ Hair should be nice and neat
- ☐ Maintain a professional appearance and posture
- ☐ Smiling and looking positive
- ☐ Reviewing interview questions and answers on cellphone

3. When the interviewer asks, "Why are you the perfect candidate for this position?" What is the appropriate way the interviewee should reply? * 10 points

Mark only one oval.

- ☐ By telling the employer you are willing to do anything
- ☐ By flattering the employer with compliments of the company
- ☐ By speaking about a skill which ties back to the job position requirements
- ☐ By asking the employer, "Why not me?"

4. Which of the following would you consider least important when getting ready for the interview? * 10 points

Mark only one oval.

- ☐ Have a professional attire ready
- ☐ Get a massage to relax before the interview
- ☐ Practice answering interview questions in front of a mirror
- ☐ Review your resume along with important skills and dates written on it

5. Which of the following professional behaviors would potential employers look for during the interview process? * 10 points

Mark only one oval.

- ☐ Acting too confident and being too self-assured without taking anyone else's thoughts into consideration
- ☐ Looking down when answering questions and having a slouchy posture
- ☐ Unwilling to give a detailed answer to the questions being asked
- ☐ Being knowledgeable, friendly, warm, welcoming, and engaging

6. What is the best way to answer an interview question that deals with problem solving questions? * 10 points

Mark only one oval.

- ☐ Be as general and vague as possible
- ☐ Inform the interviewer that you would bring the problem to management
- ☐ Inform the interviewer that you would look online for possible solutions
- ☐ Think about situations in your life that you have had to overcome in the past

7. When the interviewer asks the most commonly asked question, "Tell me about yourself," which of the following should you do? * 10 points

Mark only one oval.

- ☐ Be as general and vague as possible
- ☐ Ask the interviewer what the question has to do with the job
- ☐ Summarize your interests, experiences, goals, characteristics, and accomplishments
- ☐ Provide information about your birthday, birthplace, and family history

8. If the interviewer asks about your strengths and weaknesses, what is the best way to respond? * 10 points

Mark only one oval.

- ☐ Emphasize your weakness to show that you are honest
- ☐ Talk about 10 strengths and 2 weaknesses
- ☐ Be honest, original, and provide examples
- ☐ Refuse to answer the question

9. Should your interview be at 3:00pm, which of the following time is considered "showing up on time" for the interview? *

10 points

Mark only one oval.

☐ 3:00pm

☐ 2:59pm

☐ 2:00pm

☐ 2:45pm

10. True or False. It is okay to say a small white lie during the interview process, as long as you say it with a positive attitude. *

10 points

Mark only one oval.

☐ True

☐ False

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