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# Assistant Superintendent for Curriculum Job Interview Preparation Guide.

#### Question #1

Describe your work ethic?

#### Answer:-

While discussing this, be sure to stress specific examples of what you bring to the company. Good qualities include resolve to fulfill job responsibilities, optimism, and a desire to be as efficient as possible while at work.

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#### Question # 2

Why do you think you'll do well at this job?

#### Answer:-

Provide several reasons including skills, experience and interest. If you can show how you've been successful in a similar career field or job position that will go along way to helping the interviewer believe you'll also be successful at this new job.

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# Question #3

Describe a time when you anticipated potential problems and developed preventive measures?

# Answer:

The key here is to show that you were proactive. How did you find out about the potential problems? How did you address it quickly?

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# Question # 4

How do you handle confidentiality in your work?

# Answer:

Often, interviewers will ask questions to find out the level of technical knowledge As Assistant Superintendent for Curriculum that a candidate has concerning the duties of a care assistant. In a question such as this, there is an opportunity to demonstrate professional knowledge and awareness. The confidentiality of a person's medical records is an important factor for a care assistant to bear in mind.

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# Question # 5

Describe your management style?

# Answer:-

Try to avoid specific classifications, whatever it may be. Organizations usually prefer managers who can adapt their skills to different situations.

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# Question #6

Your client is upset with you for a mistake you made, how do you react?

# Answer:

Acknowledge their pain - empathize with them. Then apologize and offer a solution to fix the mistake.

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# Question # 7

Explain what are your strengths As Assistant Superintendent for Curriculum?



#### Answer:-

Bad Answer: Candidate is unprepared for question or only gives generic answers.

This is the most common job interview question - everybody should be expecting it. If they don't seem prepared, or give a fairly stock answer, it's probably a bad sign.

Good answer: The consensus is to go for quality, not quantity here. Candidates should give a short list of strengths, and back each one up with examples that illustrate the strength. Also, they should explain how these strengths will be useful in the job you're applying for, and use this question to say something interesting about themselves.

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# Question #8

Do you have any blind spots?

#### Answer:

This question is often meant to trick candidates since acknowledgment of blind spots would indicate they were aware of them. Also, do not disclose bad habits or other personal concerns. Let the interviewer find out about your personal flaws through the course of the interview without directly stating these flaws.

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# Question #9

What qualities do you look for in a boss?

#### Answer:

Remain optimistic and do not be too specific. Good attributes include moral character, honesty, and intelligence since managers usually believe they possess these qualities.

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#### Question # 10

Have you ever been caught stealing, or better yet, have you ever stole anything?

#### Answer:-

I guess everyone takes a pen or paper or little things like that. But other than that, NO. I have never stole from my employers or better yet As Assistant Superintendent for Curriculum, from anyone.

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#### Question # 11

What is your greatest professional achievement?

# Answer:-

Nothing says "hire me" better than a track record of achieving amazing results in past jobs As Assistant Superintendent for Curriculum, so don't be shy when answering this interview question! A great way to do so is by using the S-T-A-R method: Set up the situation and the task that you were required to complete to provide the interviewer with background context (e.g., "In my last job as a Assistant Superintendent for Curriculum, it was my role to manage the invoicing process"), but spend the bulk of your time describing what you actually did (the action) and what you achieved (the result). For example, "In one month, I streamlined the process, which saved my group 10 man-hours each month and reduced errors on invoices by 25%."

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# Question # 12

If you have multiple projects on your plate, how do you handle completing them on time?

# Answer:-

Prioritize based on business importance. Set clear timelines for each so that you know which ones to knock out first. Get your teammates to help if necessary.

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# Question # 13

How do you stay organized?

# Answer:-

By maintaining proper routine every day. Putting my strongest points with my weakness. High priority always comes first As Assistant Superintendent for Curriculum.

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# Question # 14

Tell me about a time you had to fire a friend?

# Answer-

Hopefully you've never had to do this, but if you did, talk about how hard it was personally to fire anyone but that you did it objectively.

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# Question # 15

How well do you perform under pressure?

# Answer:

This is a fair question, as potential employers want to know if you're going to be able to get the job done even when things get a little bit stressful. You may say that you thrive under pressure or that you're able to get the job done even when things get a little bit stressful, just make sure to provide some real world examples of your



ability to work under pressure in a prior job.

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# Question # 16

How do you evaluate success As Assistant Superintendent for Curriculum?

#### Answer:

I evaluate success As Assistant Superintendent for Curriculum in different ways. At work, it is meeting the goals set by my supervisors and my fellow workers. It is my understanding, from talking to other employees, that the Global Guideline company is recognized for not only rewarding success but giving employees opportunity to grow as well.

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# Question # 17

How did you handle meeting a tight deadline As Assistant Superintendent for Curriculum?

#### Answer:-

Review every deadline you need to meet. Prioritize your projects by deadline and factor in how important each project is. Record your deadlines on a digital calendar or spreadsheet.

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#### Question # 18

Tell me about a time when you successfully handled a situation?

#### Answer:-

For this question, the interviewer wants to know what you do in a situation that doesn't have a clear answer. This will help the interviewer know how you respond to unforeseen challenges.

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#### Question # 19

What did you like least about your last (or current) job As Assistant Superintendent for Curriculum?

#### Answer:-

Don't vent or focus on the negative with brutally honest answers such as "My boss was a jerk," or "The company culture was too politically correct," or "They just weren't giving me the opportunity to take my career to the next level." Instead, keep the emphasis on the positive, even though there are sure to be things you weren't happy about.

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# Question # 20

Give me a specific example of a time when you had to conform to a policy with which you did not agree?

# Answer:

You want to first understand why the policy was put into effect. From there, if you truly disagree with it, explain your position to your management. If they don't change it, then you must accept their decision and continue to work or the alternative decision would be to find a new job.

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# Question # 21

Give me an example of a time when you were able to successfully communicate with another person even when that individual may not have personally liked you (or vice versa). How did you handle the situation? What obstacles or difficulties did you face? How did you deal with them?

# Answer:-

First, the key is to state the differences in personality to give the interviewer some background. Second, you want to discuss how that was affecting the situation. Third, show how you were able to adapt to the way the person wanted to be communicated with to achieve your goals

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# Question # 22

Why should I hire you As Assistant Superintendent for Curriculum?

# Answer-

To close the deal on a job offer, you MUST be prepared with a concise summary of the top reasons to choose you. Even if your interviewer doesn't ask one of these question in so many words, you should have an answer prepared and be looking for ways to communicate your top reasons throughout the interview process.

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# Question # 23

What are you passionate about?

# Answer:-

Ask yourself - what are your core passions that you wake up excited to act on each and every day? Ask yourself what makes you happy or drives you - is it helping others? Is it making money? Is it creating something? Is it about changing the world? Etc.

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# Question # 24



What are your thoughts on social media for this role?

#### Answer:

Without a doubt, social media is becoming more and more pervasive in our jobs. You should stress that social media is not appropriate for personal use at work. However, if the company embraces social media in certain departments (for example marketing), then you may want to discuss how you could use it for work (as long as it applies to your role).

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#### Question # 25

Have you ever mentored anyone before? If yes, describe the situation?

#### Answer-

Describe a time where you've helped someone else. Mentor ships can be informal so as you've helped someone over a period of time that can certainly count. The key is to highlight how you utilized certain skills/attributes like coaching, teaching, patience, communication skills, and so forth to mentor that person.

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# Question # 26

What do you already know about our company?

#### Answer.

Good reputation of a large home grown company that has various departments and product.

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#### Question # 27

Did the salary we offer attract you to this job?

#### Answer:-

The interviewer could be asking you this question for a number of reasons. Obviously, the salary is an important factor to your interest in this job, but it should not be the overriding reason for your interest. A good answer to this question is, "The salary was very attractive, but the job itself is what was most attractive to me."

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# Question # 28

How meticulous are you with details?

#### Answer:-

Being detailed is important for many types of job roles. Typically you want to highlight how you've done that in previous roles. Example: "Being meticulous is important to me. In my last job, I had to count the money in the register as a cashier to make sure it matched to the receipts down to the last penny." This was to ensure there wasn't any "wrongdoing" at the company by any of the cashiers and I was always accurate in my reports.

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# Question # 29

Suppose there are three light switches outside a room. Inside is a single light bulb, controlled by one of the three switches. You need to determine which switch operates the bulb. You can turn the switches on and off as many times as you wish (they are all off to begin with), but may only enter the room once. There is no one there to help you. The door to the room is closed, and there are no windows, so you cannot see inside. How can you discover which switch operates the bulb?

# Answer:-

Do the following steps:

- \* 1. Turn ON two switches, and leave one OFF.
- \* 2. Wait a few minutes.
- \* 3. Turn one switch from ON to OFF. One is now ON and two are OFF
- \* 4. Enter the room. If the light is ON, it is controlled by the switch you left ON. If the light bulb is OFF, touch it. If it is warm it is controlled by the switch you turned ON and OFF. If it is cold, it is controlled by the switch you never turned on.

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# Question # 30

Did you get on well with your last manager?

# Answer:-

A dreaded question for many! When answering this question never give a negative answer. "I did not get on with my manager" or "The management did not run the business well" will show you in a negative light and reduce your chance of a job offer. Answer the question positively, emphasizing that you have been looking for a career progression. Start by telling the interviewer what you gained from your last job As Assistant Superintendent for Curriculum

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# Question # 31

How long do you envision yourself staying with this company?

# Answer:

Understand that companies invest a lot of money into hiring the right staff. You want to emphasize that you are in it for the long run and you want to develop a career there and that it's not just a "5 month stepping stone" type of a job. You should be thinking how you're going to grow with that company. After all, don't you want to invest your energy and time with a company that is going to continue to be successful and one that will help you grow?

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#### Question #32

How important is a positive attitude to you?

#### Answer-

Incredibly important. I believe a positive attitude is the foundation of being successful - it's contagious in the workplace, with our customers, and ultimately it's the difference maker.

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# Question #33

How do you inspire others to be better?

#### Answer:-

First, the key to inspiring others it to first understand what their goals and objectives are. Once you understand what people want, you can inspire them with a vision that aligns to what they care about. People generally care about having purpose, being successful (and being recognized for it), contributing in a meaningful way, and financial rewards (to a degree) and much more. Then once you understand what people set as goals, you can inspire them through 1:1 pep talks, a presentation to multiple people and so forth.

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# Question # 34

How have you achieved your success?

#### Answer:-

Discuss stories of how you've progressed over the years to achieve success. People relate best to stories.

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#### Question # 35

What is your greatest strength? How does it help you As Assistant Superintendent for Curriculum?

#### Answer:-

One of my greatest strengths, and that I am a diligent worker... I care about the work getting done.. I am always willing to help others in the team.. Being patient helps me not jump to conclusions... Patience helps me stay calm when I have to work under pressure.. Being a diligent worker.. It ensures that the team has the same goals in accomplishing certain things.

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#### Question #36

What does success mean to you?

# Answer:-

I am punctual, I always have excellent attendance on any job As Assistant Superintendent for Curriculum, I have a keen eye for both large and small details, and I am always finding ways to improve a process and shorten the length of time it takes to complete a project.

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# Question # 37

How would you estimate the weight of the Chrysler building?

# Answer:-

This is a process guesstimate where the interviewer wants to know if you know what to ask. First, you would find out the dimensions of the building (height, weight, depth). This will allow you to determine the volume of the building. Does it taper at the top? (Yes.) Then, you need to estimate the composition of the Chrysler building. Is it mostly steel? Concrete? How much would those components weigh per square inch? Remember the extra step: find out whether you're considering the building totally empty or with office furniture, people, etc. If you're including the contents, you might have to add 20 percent or so to the building's weight.

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# Question # 38

Describe your work style?

# Answer:-

Describe the positive aspects of your work style if possible, including: work ethic, attention to detail, interpersonal skills, skill sets (analytical or otherwise), leadership abilities, communication skills.

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# Question # 39

What do you know about our competition?

# Answer:-

Make sure you do your research on their competitors. You can find this by going to yahoo finance and click on their competitors (if they are public). From there research the news on them and go to their websites to understand their positioning on solutions and vision. You can also research local regional companies that are their competition (if it's a smaller private company on a regional scale) by simply typing in similar product offerings in the Google search followed by the city. Make sure you know their competitor's vision, products, culture, and how they are differentiated against their competition (and if they're not, how they could be)

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# Question # 40

Describe yourself in three words?



#### Answer:-

Pick three adjectives but then back up each with a real life story that demonstrates those characteristics.

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# Question #41

If you have seven white socks and nine black socks in a drawer, how many socks do you have to pull out blindly in order to ensure that you have a matching pair?

#### Answer-

if the first one is one color (say, white), and the second one is the other color (black), then the third one, no matter what the color, will make a matching pair. (Sometimes you're not supposed to think that hard.)

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#### Question # 42

What are your salary requirements As Assistant Superintendent for Curriculum?

#### Answer:-

The #1 rule of answering this question is doing your research on what you should be paid by using site like Global Guideline. You'll likely come up with a range, and we recommend stating the highest number in that range that applies, based on your experience, education, and skills. Then, make sure the hiring manager knows that you're flexible. You're communicating that you know your skills are valuable, but that you want the job and are willing to negotiate.

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#### Question # 43

What are three positive things your last boss would say about you?

#### Answer:-

It's time to pull out your old performance appraisals and boss's quotes. This is a great way to brag about yourself through someone else's words:

"My boss has told me that I am the best designer he has ever had. He knows he can rely on me, and he likes my sense of humor."

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#### Question # 44

What does quality work mean to you?

#### Answer:-

Quality work to be is about doing work to the require or set standard, which is very important when it comes to warehouse operations.

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# Question # 45

How do you keep each member of the team involved and motivated?

# Answer:

Many managers mistakenly think that money is the prime motivator for their employees. However, according to surveys by several different companies, money is consistently ranked five or lower by most employees. So if money is not the best way to motivate your team, what is?

Employees' three most important issues according to employees are:

- \* Respect
- \* A sense of accomplishment
- \* Recognition

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# Question # 46

Do you have any question regarding this job As Assistant Superintendent for Curriculum?

# Answer:-

Never ask Salary, perks, leave, place of posting, etc. regarded questions. Try to ask more about the company to show how early you can make a contribution to your organization like. "Sir, with your kind permission I would like to know more about induction and developmental programs?" OR Sir, I would like to have my feedback, so that I can analyze and improve my strengths and rectify my shortcomings.

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# Question # 47

What is your greatest weakness As Assistant Superintendent for Curriculum? What are you doing to improve it?

# Answer:-

I believe my biggest weakness As Assistant Superintendent for Curriculum is wanting to help anyone I can help. What I mean is I am willing to take on task that are not my job. I want to learn all I can. However, that has helped me get promoted or even asked to help in times of need in other department. I have been know as the "go to person" when help is needed.

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# Question # 48

What was the most important task you ever had?

# Answer:

There are two common answers to this question that do little to impress recruiters:

\* 'I got a 2.1'



# \* 'I passed my driving test'

No matter how proud you are of these achievements, they don't say anything exciting about you. When you're going for a graduate job, having a degree is hardly going to make you stand out from the crowd and neither is having a driving licence, which is a requirement of many jobs.

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#### Question # 49

Do you work well under pressure?

#### Answer-

Yes.. When it comes down to the wire, the best thing I can to remain focused, have some flexibility, and understand priorities.. Giving them attention in the order they are needed.

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#### Question #50

Explain an occasion when you had to adapt in the face of a difficult situation?

#### Answer:-

One of the most useful interview tactics is to remain positive about your work and achievements. This question lets the candidate draw on their own personal history to show how they have been positive and successful in the face of difficulties. Choose a specific occasion to describe, rather than dealing with generic platitudes.

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#### Question #51

Where do you see yourself professionally five years from now As Assistant Superintendent for Curriculum?

#### Answer:-

Demonstrate both loyalty and ambition in the answer to this question. After sharing your personal ambition, it may be a good time to ask the interviewer if your ambitions match those of the company.

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#### Question # 52

Why should the we hire you as this position As Assistant Superintendent for Curriculum?

#### Answer-

This is the part where you link your skills, experience, education and your personality to the job itself. This is why you need to be utterly familiar with the job description as well as the company culture. Remember though, it's best to back them up with actual examples of say, how you are a good team player.

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# Question # 53

Give me an example of an emergency situation that you faced. How did you handle it?

# Answer:

There was a time when one of my employers faced the quitting of a manager in another country. I was asked to go fill in for him while they found a replacement and stay to train that person. I would be at least 30 days. I quickly accepted because I knew that my department couldn't function without me.

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# Question # 54

What is your biggest achievement?

# Answer:-

Quality work to be is about doing work to the require or set standard, which is very important when it comes to warehouse operations.

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# Question # 55

Why are you leaving your current job?

# Answer:-

This is a toughie, but one you can be sure you'll be asked. Definitely keep things positive-you have nothing to gain by being negative about your past employers. Instead, frame things in a way that shows that you're eager to take on new opportunities and that the role you're interviewing for is a better fit for you than your current or last position. For example, "I'd really love to be part of product development from beginning to end, and I know I'd have that opportunity here." And if you were let go? Keep it simple: "Unfortunately, I was let go," is a totally OK answer.

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# Question # 56

What's a time you exercised leadership?

# Answer:-

Depending on what's more important for the role, you'll want to choose an example that showcases your project management skills (spearheading a project from end to end, juggling multiple moving parts) or one that shows your ability to confidently and effectively rally a team. And remember: "The best stories include enough detail to be believable and memorable,". Show how you were a leader in this situation and how it represents your overall leadership experience and potential.

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#### Question # 57

Are you planning to continue your studies and training As Assistant Superintendent for Curriculum?

#### Answer-

If asked about plans for continued education, companies typically look for applicants to tie independent goals with the aims of the employer. Interviewers consistently want to see motivation to learn and improve. Continuing education shows such desires, especially when potentials display interests in academia potentially benefiting the company.

Answering in terms of "I plan on continuing my studies in the technology field," when offered a question from a technology firm makes sense. Tailor answers about continued studies specific to desired job fields. Show interest in the industry and a desire to work long-term in said industry. Keep answers short and to the point, avoiding diatribes causing candidates to appear insincere.

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#### Question # 58

What schedule do you hope to work? Are you willing to work extra hours?

#### Answer.

Be honest. If you really want the job and are willing to work any schedule needed, say so. If, however, you have no intention of working late hours or weekends, simply let the interviewer know the hours that you are available to work. The same applies to extra hours. You are more likely to be hired if you are willing to work any time you are needed. However, saying that you are willing and then complaining about the hours once you start working is a recipe for disaster.

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#### Question #59

What type of work environment do you prefer?

#### Answer-

Ideally one that's similar to the environment of the company you're applying to. Be specific.

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#### Question # 60

How would you motivate your team members to produce the best possible results?

#### Answer-

Trying to create competitive atmosphere, trying to motivate the team as a whole, organizing team building activities, building good relationships amongst people.

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# Question # 61

How do you evaluate your ability to handle conflict?

# Answer:

I pride myself on being a good problem solver. Through my previous job and management positions I have faced numerous conflicts in different situations, and my experiences have helped me to hone my issue resolution skills. I believe that it is important to get to and address the root of the issue, in a respectable manner.

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# Question # 62

What would you like to have accomplished by the end of your career?

# Answer:

Think of 3 major achievements that you'd like to accomplish in your job when all is said and done - and think BIG. You want to show you expect to be a major contributor at the company. It could be creating a revolutionary new product, it could be implementing a new effective way of marketing, etc.

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# Question #63

What's the least rewarding work you've ever done and why?

# Answer:-

Describe work you've done that you feel doesn't take advantage of your full potential. For example, "I once had to make paper copies for my job and I feel it didn't take full advantage of my skills. However, it did teach me to be humble in my work and to appreciate a good opportunity when it arose to use my skills"

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