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# **Automotive Service Writer Job Interview Preparation Guide.**

#### Question #1

What has been your biggest professional disappointment?

#### Anewor-

When discussing a professional disappointment, make sure to discuss a scenario you could not control. Be positive about the experience and accept personal responsibility where applicable.

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#### Question # 2

What do you consider to be your greatest strength?

#### Answer-

There isn't any right answer. Just make sure to make your response positive and true. A few good examples include: Your ability to solve complex problems, Your ability to work well on a team, Your ability to shine under pressure, Your ability to focus in chaotic situations, Your ability to prioritize and organize, Your ability to cut through the fluff to identify the real issues, Your ability to influence other positively. If your strength relates to the position in question that will be more beneficial - but again be honest, don't create a strength for yourself just because you think it will sound good.

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#### Question # 3

What is your biggest weakness As Automotive Service Writer?

#### Answer:-

No one likes to answer this question because it requires a very delicate balance. You simply can't lie and say you don't have one; you can't trick the interviewer by offering up a personal weakness As Automotive Service Writer that is really a strength ("Sometimes, I work too much and don't maintain a work-life balance."); and you shouldn't be so honest that you throw yourself under the bus ("I'm not a morning person so I'm working on getting to the office on time.")

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#### Question # 4

Can you describe your ideal boss/supervisor?

#### Answer:-

During the interview As Automotive Service Writer process employers will want to find out how you respond to supervision. They want to know whether you have any problems with authority, If you can work well as part of a group (see previous question) and if you take instructions well etc.

Never ever, criticize a past supervisor or boss. This is a red flag for airlines and your prospective employer will likely assume you are a difficult employee, unable to work in a team or take intruction and side with your former employer.

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#### Question # 5

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 # 6

Tell me why do you want this job As Automotive Service Writer?

#### Answer:-

Bad Answer: No solid answer, answers that don't align with what the job actually offers, or uninspired answers that show your position is just another of the many jobs they're applying for.

Good answer: The candidate has clear reasons for wanting the job that show enthusiasm for the work and the position, and knowledge about the company and job.



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#### Question #7

Top 12 Best Brainteaser Interview Questions:

Brainteaser questions As Automotive Service Writer have become popular for interviews in recent years, as word has gotten out that top tech companies such as Apple, Google, Microsoft and IBM have used this type of question at one time or another.

Companies like Google aren't using these questions so much any more, but many companies, are, and it may be good to prepare for them As Automotive Service Writer. The key to these isn't so much getting the exact answer, as it is showing how you would come up with an answer.

Here's a sample of 12 of the best and most difficult.

- 1. How many street lights are there in New York City?
- 2. How many gas stations are there in the United States?
- 3. How many golf balls can fit in a school bus?
- 4. How much should you charge to wash all the windows in Seattle?
- 5. Why are manhole covers round?
- 6. How many times a day does a clock's hands overlap?
- 7. How would you test a calculator?
- 8. Describe the internet to someone who just woke up from a 30-year coma.
- 9. How much does the Starbucks in Times Square bring in, in annual revenue?
- 10. You are shrunk to the height of a nickel and thrown into a blender. Your mass is reduced so that your density is the same as usual. The blades start moving in 60 seconds. What do you do?
- 11. What is the air speed velocity of an unladen swallow?;)
- 12. How many golf balls are there in Florida?

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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

Top 11 Interview Questions to Ask when Emotional Intelligence Matters As Automotive Service Writer:

Emotional intelligence, or EQ, has come into vogue as a good trait to hire for.

EQ is the ability to use emotional information to guide thinking and behavior, to recognize other people's emotions and your own, and to discriminate between different feelings and label them appropriately.

EQ is considered essential to help teams function well. Here are some of the top questions for help you get an idea of how candidates perceive their emotions and those of others.

- 1. If you started a company today, what would its top values be?
- 2. Who inspires you? Why?
- 3. How could you create more balance in your life?
- 4. What makes you angry?
- 5. How do you have fun?
- 6. How good are you at asking for help?
  7. How did you deal with a bad day?
- 8. What's something you're really proud of? Why?
- 9. Tell me about a time when your mood altered your performance (positively or negatively).
- 10. Has there ever been a time when you felt you needed to change your behavior at work? How did you do it?
- 11. Did you create friendships that lasted while working at a previous job?

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#### Question # 10

How would your boss and co-workers describe you?

First of all, be honest (remember, if you get this job, the hiring manager will be calling your former bosses and co-workers!). Then, try to pull out strengths and traits you haven't discussed in other aspects of the interview As Automotive Service Writer, such as your strong work ethic or your willingness to pitch in on other projects when needed.

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### Question # 11

What would you like to avoid completely in your next job As Automotive Service Writer?

Bad business ethics, teammates / managers that are disrespectful / inconsiderate. But of course, this job wouldn't have things like this right?

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#### Question # 12

What is your dream job?



#### Answer:-

There is almost no good answer to this question, so don't be specific. If you tell the interviewer that the job you're applying for with his/her company is the perfect job you may loose credibility if you don't sound believable (which you probably won't if you're not telling the truth.) If you give the interviewer some other job the interviewer may get concerned that you'll get dissatisfied with the position if you're hired. Again, don't be specific. A good response could be, "A job where my work ethic and abilities are recognized and I can make a meaningful difference to the organization."

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#### Question # 13

Can you explain why you changed career paths As Automotive Service Writer?

#### Answer-

Don't be thrown off by this question-just take a deep breath and explain to the hiring manager why you've made the career decisions As Automotive Service Writer you have. More importantly, give a few examples of how your past experience is transferable to the new role. This doesn't have to be a direct connection; in fact, it's often more impressive when a candidate can make seemingly irrelevant experience seem very relevant to the role.

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#### Question # 14

Do you work well within a team?

#### Answer-

Some people are thrown when they are asked this Automotive Service Writer question when they are applying for a position to work alone. Every company works as a team, so you are a good team player, give an example of when you have worked well within a team.

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#### Question # 15

Did you consider yourself a team player?

#### Answer:-

Of course you're a team player - who isn't. But a simple yes probably isn't the response the interviewer is looking for. Be ready to provide specific example of how you've worked as part of a cohesive team to get things accomplished and how you've focus on team performance rather than individual performance. Make sure not to brag as this will make it appear as that you're more concerned about your own performance and accomplishments than those of the team.

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#### Question # 16

What have you learned from mistakes on the job?

#### Answer:-

Candidates without specific examples often do not seem credible. However, the example shared should be fairly inconsequential, unintentional, and a learned lesson should be gleaned from it. Moving ahead without group assistance while assigned to a group project meant to be collaborative is a good example.

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#### Question # 17

How did you handle meeting a tight deadline As Automotive Service Writer?

#### 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

What motivates you the most?

#### Answer:-

Is it money? Is it career development? Is it recognition? Is it a sense of achievement? Is it to impress your peers? Is it for fame?

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#### Question # 19

What have you learned from mistakes on this job?

#### Answer:-

Candidates without specific examples often do not seem credible. However, the example shared should be fairly inconsequential, unintentional, and a learned lesson should be gleaned from it. Moving ahead without group assistance while assigned to a group project meant to be collaborative is a good example.

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#### Question # 20

The change in the business industry now requires you to have a new set of skills you have to learn, how do you react to that?

#### Answer:

First, find out which skills are the ones that you're currently lacking. Then identify what the steps would be to acquire/build those skills. Then take action to do so.

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#### Question # 21

Are you willing to work overtime or odd hours?

#### Answer-

Be completely honest. You don't want to lie to get the job if you're not going to work the hours required.

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#### Question # 22

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 # 23

What is your biggest regret to date and why?

#### Answer:-

Describe honestly the regretful action / situation you were in but then discuss how you proactively fixed / improved it and how that helped you to improve as a person/worker.

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#### Question # 24

Why should we select you not others?

#### Answer:-

Here you need to give strong reasons to your interviewer to select you not others. Sell yourself to your interviewer in interview in every possible best way. You may say like I think I am really qualified for the position. I am a hard worker and a fast learner, and though I may not have all of the qualifications that you need, I know I can learn the job and do it well."

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#### Question # 25

Why did you choose your major in college or tech school?

#### Answer:

People usually choose their major based on their passions or the career path they want to head towards.

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#### Question # 26

What other companies are you interviewing with?

#### Answer:-

Companies ask this for a number of reasons, from wanting to see what the competition is for you to sniffing out whether you're serious about the industry. "Often the best approach is to mention that you are exploring a number of other similar options in the company's industry,". It can be helpful to mention that a common characteristic of all the jobs you are applying to is the opportunity to apply some critical abilities and skills that you possess. For example, you might say 'I am applying for several positions with IT consulting firms where I can analyze client needs and translate them to development teams in order to find solutions to technology problems.'

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#### Question # 27

How do you prioritize your work initiatives As Automotive Service Writer?

#### Answer:-

Discuss how you prioritize your work initiatives based on the company initiatives. For example, if you're in customer service discuss how you're focused on providing the best customer experience.

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#### Question # 28

How many basketballs would fit in this room?

#### Answer:

One. You did not ask what is the maximum number of basketballs you can fit in the room.

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#### Question # 29

Why do you want to work in this industry As Automotive Service Writer?

#### Answer:-

Make sure you research the industry first. Then find at least 3 core things about that industry that you're passionate about (for example: how their solutions impact clients, their culture, the leadership, etc)



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#### Question #30

What negative thing would your last boss say about you?

#### Answer-

"He/She wouldn't say anything bad, but he/she may point out I could improve in a certain area, and I've taken steps to become better at those skills"

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#### Question #31

How would you impact the company?

#### Answer:-

Consider first the role that you're applying for and then think of 3 ways where you could potentially impact the company's bottom line and top line. Then consider how you impact the company in a creative manner (how do you help productivity, the development of new products, marketing etc - of course this part is specific to the role you're applying for)

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#### Question # 32

How do you stay up to date with industry?

#### Answer:-

Discuss how you stay up to date by reading industry specific sites, magazines, and Google / yahoo news. Also make sure you stay up to date by reading the current news on the company's website.

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#### Question #33

Why do you feel you will excel at rhis job?

#### Answer:-

This question presents an excellent opportunity for you to discuss your education, qualifications and personal traits. You might say something like "I studied property management as well as behavior during my college years and I have two years' experience in real estate.

I can gauge the homes or apartments in which clients will be interested based solely upon the needs of their families. Finally, my organizational skills will allow me to schedule appointments or showings confidently and arrive for them punctually." This shows your interviewer that you have all of the skills necessary to become successful not only for yourself, but also for your employer.

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#### Question # 34

What type of personalities do you work best with and why?

#### Answer:

Think of which personalities you work best with (do you like outgoing, collaborative, personable working relationships and so forth?)

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#### Question #35

What qualities do you believe are important to have as a manager?

#### Answer:-

Great managers tend to empower their employees to be successful through strong coaching. They understand how to manage relationships - this is commonly referred to emotional intelligence. They have to be able to handle both client and staff situations that require them to be calm under pressure to clearly think of solutions to complex problems. Most importantly they must be able to articulate the vision to the team and inspire them to work together to collectively achieve that goal

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#### Question # 36

What are your personal skills which make you a candidate for the position As Automotive Service Writer?

#### Answer:

The list of crucial character traits includes patience, tact, and poise, with personal and cultural sensitivity. One needs the ability to work long hours, with much walking and some physical tasks. But the most important trait of all is to love people and to have the desire to care for them.

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### Question # 37

What's been your biggest failure to date?

#### Answer:

Describe your biggest failure and discuss what you've learned from it and ideally how you've been successful since because of that lesson.

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#### Question # 38

Who are your role models? Why?



#### Answer:-

If possible, cite role models you're truly passionate about - passion is contagious and will show you're being genuine. If the role model is in the same or similar industry as the company in an executive level position, even better.

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#### Question #39

How articulate are you in expressing your ideas?

#### Answer:-

One of the best ways to answer this question is clearly articulate three points that demonstrate how articulate you are (and in a sense show that in a live setting) - for example: "I would say I'm articulate because one, I typically gather my thoughts before speaking, two, I organize my thoughts well, and three I'm concise when making a point.

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#### Question # 40

How do you imagine a typical day of an employee in our company As Automotive Service Writer?

#### Answer:-

Just do not say that you imagine to only walk and watch what people do. Rather try to show them your attention to details and proactive attitude to job. Mention that you would try to observe the problems, weaknesses as well as opportunities to improve the results and take measures according to it.

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#### Question #41

What is your greatest failure As Automotive Service Writer, and what did you learn from it?

#### Answer-

When I was in college, I took an art class to supplement my curriculum. I didn't take it very seriously, and assumed that, compared to my Engineering classes, it would be a walk in the park. My failing grades at midterm showed me otherwise. I'd even jeopardized my scholarship status. I knew I had to get my act together. I spent the rest of the semester making up for it, ended up getting a decent grade in the class. I learned that no matter what I'm doing, I should strive to do it to the best of my ability. Otherwise, it's not worth doing at all.

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#### Question # 42

What is your biggest fear?

#### Answer:-

Don't try to sugarcoat the answer by listing something ambitious as a fear, unless you truly mean it (for example: I fear being a great leader) - Share your real fears but discuss how you would overcome them.

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#### Question # 43

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 # 44

Why are you the best fit for this job As Automotive Service Writer?

#### Answer:-

Analyze the job responsibilities and match those to your skills sets. Then discuss how your experience and skills sets can truly create the best impact to the company in that specific job role. Impact could mean marketing impressions, sales, cutting costs, making products more efficiently, creating better customer service, engineering new designs that create customer excitement, etc.

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#### Question # 45

There's no right or wrong answer, but if you could be anywhere in the world right now, where would you be?

#### Answer:

Just be honest about where you'd like to be - you never know - you may end up bonding with the interviewer with the location. However, you want to stress that you want to work out of the location that you're interviewing for.

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#### Question # 46

Explain me about a time when you reached a goal within a tight deadline?

#### Answer:-

I work well under pressure to meet deadlines without jeopardizing the quality of my work. I have always worked in a fast pace environment where we are constantly under pressure to achieve best results within a time frame.



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#### Question # 47

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 # 48

If I were to give you this salary you requested but let you write your job description for the next year, what would it say?

#### Anower

It should say the same thing - after all - if you think this salary is fair then it should suit the responsibilities!

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#### Question # 49

If I talked to your three biggest fans, who would they be and why?

#### Answer:-

If you can reference three professionals with executive titles (CXO, VP, Director, Manager), that carries a lot of weight. Make sure you highlight how you've helped them achieve their biggest objectives and how that's made them your fan.

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#### Question #50

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 # 51

What is your desired salary As Automotive Service Writer?

#### Answer:-

Bad Answer: Candidates who are unable to answer the question, or give an answer that is far above market. Shows that they have not done research on the market rate, or have unreasonable expectations.

Good answer: A number or range that falls within the market rate and matches their level of mastery of skills required to do the job.

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#### Question # 52

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 #53

How would you go about establishing your credibility quickly As Automotive Service Writer with the team?

#### Answer:-

Fully understand my responsibilities, work hard and exceed expectations, learn as much as possible, help others as much as possible, understand what my teammates' goals and needs are, be on time, and gain a mentor.

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#### Question # 54

What were the responsibilities of your last position As Automotive Service Writer?

#### Answer:

If you want to show your ambition, you can discuss how you haven't reached all of your goals yet and in that sense aren't satisfied. However, if you want to discuss satisfaction from your job discuss an experience in which you achieved something.

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#### Question # 55



Do you think you have enough experience As Automotive Service Writer?

#### Answer:

If you do not have the experience they need, you need to show the employer that you have the skills, qualities and knowledge that will make you equal to people with experience but not necessary the skills. It is also good to add how quick you can pick up the routine of a new job role.

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#### Question #56

What do you think is your greatest weakness?

#### Answer-

Don't say anything that could eliminate you from consideration for the job. For instance, "I'm slow in adapting to change" is not a wise answer, since change is par for the course in most work environments. Avoid calling attention to any weakness that's one of the critical qualities the hiring manager is looking for. And don't try the old "I'm a workaholic," or "I'm a perfectionist.

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#### Question # 57

What do you expect to be earning in 5 years As Automotive Service Writer?

#### Answer:-

Discuss how you expect yourself to be excellent at your job. Thus, it would be reasonable to expect pay that is based on the merit of your work.

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#### Question # 58

What do you know about this department?

#### Answer:-

One good way to find out about the department is to try to "informally" interview the existing employees over coffee (outside of the office) if possible. It's hard if you don't have any connections there, but if you do a great way to learn about it. Other than that, it's often hard to learn about the department so you can turn the table back on them by asking questions to learn about it.

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#### Question # 59

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 # 60

Give me an example of when you competed hard and won?

#### Answer:-

You can reference many different areas here when discussing a story of where you won in competition: Work experience (ideal), sports, clubs, classes, projects.

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#### Question # 61

What aspect of supervision do you find the most difficult?

#### Answer:

Managing different personalities and keeping them focused on the goal at hand.

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#### Question # 62

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

#### Answer:-

Companies love it when you discuss how you've made an impact on your teammates, clients, or partners in the business or in school. It should be rewarding because of the hard work and creative process that you've put into it.

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#### Question # 63

How do you think I rate as an interviewer?

#### Answer:-

I think you did fine. I'm sure you've conducted a lot of interviews, and it's probably second nature for you now. Thanks for taking the time to meet with me today. I'm sure you have a lot of things you have to juggle every day.

I'd say you rate at least ten out of ten. The questions you asked seemed spot on. I can tell you guys are working hard to find the perfect applicant for the job. I'm glad I could meet with you.

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#### Question # 64

How do you act when you encounter competition?

#### Answer-

This question is designed to see if you can rise the occasion. You want to discuss how you are the type to battle competition strongly and then you need to cite an example if possible of your past work experience where you were able to do so.

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#### Question #65

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 #66

Do you have good computer skills?

#### Answer-

It is becoming increasingly important for medical assistants to be knowledgeable about computers. If you are a long-time computer user with experience with different software applications, mention it. It is also a good idea to mention any other computer skills you have, such as a high typing rate, website creation, and more.

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#### Question # 67

What would your first 30, 60, or 90 days look like in this role As Automotive Service Writer?

#### Answer:-

Start by explaining what you'd need to do to get ramped up. What information would you need? What parts of the company would you need to familiarize yourself with? What other employees would you want to sit down with? Next, choose a couple of areas where you think you can make meaningful contributions right away. (e.g., "I think a great starter project would be diving into your email marketing campaigns and setting up a tracking system for them.") Sure, if you get the job, you (or your new employer) might decide there's a better starting place, but having an answer prepared will show the interviewer where you can add immediate impact-and that you're excited to get started.

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