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## **Bell Person Job Interview Preparation Guide.**

#### Question #1

Can you explain why you changed career paths As Bell Person?

#### 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 Bell Person 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 # 2

Can you tell me a little about yourself?

#### Answer-

This question seems simple, so many people fail to prepare for it, but it's crucial. Here's the deal: Don't give your complete employment (or personal) history As Bell Person. Instead give a pitch-one that's concise and compelling and that shows exactly why you're the right fit for the job. Start off with the 2-3 specific accomplishments or experiences that you most want the interviewer to know about, then wrap up talking about how that prior experience has positioned you for this specific role.

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#### Question #3

What are you looking for in a new position As Bell Person?

#### Answer:

I've been honing my skills As Bell Person for a few years now and, first and foremost, I'm looking for a position where I can continue to exercise those skills. Ideally the same things that this position has to offer. Be specific.

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#### Question # 4

What are your greatest professional strengths As Bell Person?

#### Answer:-

When answering this question, we recommends being accurate (share your true strengths, not those you think the interviewer wants to hear); relevant (choose your strengths that are most targeted to this particular position As Bell Person); and specific (for example, instead of "people skills," choose "persuasive communication" or "relationship building"). Then, follow up with an example of how you've demonstrated these traits in a professional setting.

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#### Question # 5

What is your greatest strength As Bell Person?

#### Answer:

This is your time to shine. Just remember the interviewer is looking for work related strengths As Bell Person. Mention a number of them such as being a good motivator, problem solver, performing well under pressure, being loyal, having a positive attitude, eager to learn, taking initiative, and attention to detail. Whichever you go for, be prepared to give examples that illustrate this particular skill.

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#### Question # 6

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 Bell Person



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#### Question #7

Do you like being around people?

#### Answer:

People skills are a necessity for medical assistants. When answering this question, be sure to show that you enjoy interacting and working with others and that you also derive great enjoyment from helping others. This will show that you are a team player and that you would be a valuable team member As Bell Person.

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#### Question #8

How do you deal with pressure or stressful situations?

#### Answer:-

Choose an answer that shows that you can meet a stressful situation head-on in a productive, positive manner and let nothing stop you from accomplishing your goals. A great approach is to talk through your go-to stress-reduction tactics (making the world's greatest to-do list, stopping to take 10 deep breaths), and then share an example of a stressful situation you navigated with ease.

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#### Question #9

How well do you know this industry?

#### Answer:-

Two things businesses need to pay attention to in their industries are what their competition is doing and the customers. You may not always agree with your competitors but it is important to be aware of what changes they are making. Very well. I have been in the industry for over 6 years.

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#### Question # 10

How would you be an asset to us As Bell Person?

#### Answer-

Think again about the job specification and the skills needed for this role As Bell Person. Have a paragraph prepared highlighting how you will be able to do the job and what you can bring to the team. It goes without saying that this paragraph should be positive.

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#### Question # 11

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 # 12

What does success mean to you?

#### Answer:-

I am punctual, I always have excellent attendance on any job As Bell Person, 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 #13

Describe a typical work week for this position As Bell Person?

#### Answer:-

Interviewers expect a candidate for employment to discuss what they do while they are working in detail. Before you answer, consider the position As Bell Person you are applying for and how your current or past positions relate to it. The more you can connect your past experience with the job opening, the more successful you will be at answering the questions.

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#### Question # 14

Describe to me the position As Bell Person you're applying for?

#### Answer:-

This is a "homework" question, too, but it also gives some clues as to the perspective the person brings to the table. The best preparation you can do is to read the job description and repeat it to yourself in your own words so that you can do this smoothly at the interview.

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#### Question # 15

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 # 16

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

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 # 17

Have you got any questions?

#### Answer:-

This is your final opportunity to persuade the interviewer that you are the right candidate for the job. Now is not the time to ask questions about holidays, pay or pensions - all these things can be asked later when you get an offer of employment. Now is the time to ask about any reservations that the interviewer may have about your suitability for the role. You will then give yourself one last chance to persuade the interviewer that you are the right candidate for the job.

Example Thank you. I think we have covered everything. Before we finish the interview I would like to take the opportunity to ask if you have any reservations

about my suitability for this role?

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#### Question # 18

How would you rate your communication and interpersonal skills for this job As Bell Person?

These are important for support workers. But they differ from the communication skills of a CEO or a desktop support technician. Communication must be adapted to the special ways and needs of the clients. Workers must be able to not only understand and help their clients, but must project empathy and be a warm, humane presence in their lives.

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#### Question # 19

What do you know about the company?

Any candidate can read and regurgitate the company's "About" page. So, when interviewers ask this, they aren't necessarily trying to gauge whether you understand the mission-they want to know whether you care about it. Start with one line that shows you understand the company's goals, using a couple key words and phrases from the website, but then go on to make it personal. Say, "I'm personally drawn to this mission because..." or "I really believe in this approach because..." and share a personal example or two.

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#### Question # 20

What types of personalities do you work with best?

#### Answer:-

In the past, I have found it difficult to work with others who see themselves as better than others, who can take criticism, and who refuse to work with others. I have found it challenging to work with them b/c I am a team oriented person who feels the importance of working together over the needs of the individual especially in a learning environment.

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#### Question # 21

What's a time you exercised leadership?

#### Answer:-

Depending on what's more important for the 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 # 22

Where do you see yourself professionally five years from now As Bell Person?

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 # 23

Why do you want to work As Bell Person for this organisation?

#### Answer:-



Being unfamiliar with the organisation will spoil your chances with 75% of interviewers, according to one survey, so take this chance to show you have done your preparation and know the company inside and out. You will now have the chance to demonstrate that you've done your research, so reply mentioning all the positive things you have found out about the organisation and its sector etc. This means you'll have an enjoyable work environment and stability of employment etc everything that brings out the best in you.

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#### Question # 24

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 # 25

What features of your previous jobs have you disliked?

#### Answer:-

It's easy to talk about what you liked about your job in an interview, but you need to be careful when responding to questions about the downsides of your last position. When you're asked at a job interview about what you didn't like about your previous job, try not to be too negative. You don't want the interviewer to think that you'll speak negatively about this job or the company should you eventually decide to move on after they have hired you.

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#### Question # 26

What's your salary history?

#### Answer:-

When you are interviewing for a new job, it is common practice for the company to ask you about your salary history. I typically want to know what the candidate's base salary is, if they receive any bonus, the average bonus amount, and any additional compensation or perks, such as 500k matching, stock grants or stock options, paid time off and how much they are required to pay towards their medical premiums.

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#### Question # 27

What have you done to improve your skills over the past year As Bell Person?

#### Answer:

You'll want to be prepare with some very specific examples of what you've done over the last year and what you're currently doing to improve your professional knowledge and skill set as well as anything else you're doing the shows self improvement.

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#### Question # 28

Are you currently looking at other job opportunities?

#### Answer:-

Just answer this question honestly. Sometime an employer wants to know if there are other companies you're considering so that they can determine how serious you are about the industry, they're company and find out if you're in demand. Don't spend a lot of time on this question; just try to stay focused on the job you're interviewing for.

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#### Question # 29

What is your philosophy towards work?

#### Answer-

This is typically a straightforward question that merits a straightforward answer. Do you have strong worth ethic? Will you do whatever it takes to make sure the job gets done? Just say so in your response. Keep it short, direct and positive.

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#### Question #30

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 #31

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 #32

Do you think you are overqualified for this position As Bell Person?

#### Answer:

No matter your previous job experience or educational background, be sure to tell the interviewer you have the knowledge and skills to successfully execute the job responsibilities.

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#### Question #33

How do you propose to compensate for your lack of experience?

#### Answer.

The first thing you should do is discuss experience you have the interviewer is unfamiliar with. Once that is detailed, tell the person conducting the interview that you are able to learn new tasks and information in a reasonable period of time and possess a strong work ethic. However, only state this if you can live up to these expectations.

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#### Question # 34

What is your desired salary As Bell Person?

#### 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 #35

How much are you willing to sacrifice to be successful at work As Bell Person?

#### Answer:-

With anything comes sacrifice. The questions is how much of it are you willing to sacrifice with regards to work life balance, stress, etc?

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#### Question # 36

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 # 37

Tell me about a problem that you've solved in a unique or unusual way. What was the outcome? Were you happy or satisfied with it?

#### Answer:-

In this question the interviewer is basically looking for a real life example of how you used creativity to solve a problem.

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#### Question #38

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 # 39

Tell me about a time when you were forced to make an unpopular decision?

#### Answer:-

Not every decision is popular. In fact, almost every decision is bound to make someone unhappy at some point. The key is to demonstrate how it impacted others positively and why you chose it.

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### Question # 40

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 #41

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 # 42

What do you aspire to be?

#### Answer:-

Discuss your aspirations for the near, immediate and long term. You want to show them you are thinking of making an impact now as well as the future.

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#### Question # 43

How do you feel about this company's vision?

#### Answer:-

First find out where the company envisions itself in 3-5 years. If you can't find the vision of the company, that's probably a big question mark on the company itself. Once you do, identify how those company's visions align to your personal values and goals and then articulate how tightly correlated that is to the interviewer. For example - this company wants to be the #1 provider of green technology in the world and I feel strongly about that vision because we've got a chance to collectively impact the world to become a greener society and save our clients at the same time!

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#### Question # 44

What types of situations do you consider "unfixable"?

#### Answer-

Most situations are "fixable" - the ones that are not are typically related to business ethics (someone is cheating the company, someone is stealing, etc)

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#### Question # 45

What classes did you enjoy most in college and why?

#### Answer:

Think back to the classes that either resonated with your passion or truly helped you to develop skills that you believe will help you in your career. Talk about those.

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#### Question # 46

How has school prepared you for this job role?

### Answer:-

Think back to how you've interacted with your peers to develop social skills, how you've worked with classmates on projects to develop teamwork and collaborative skills, how you've developed discipline through studying, how the courses have helped your creativity, and how the classes you've taken have impacted your analytical / problem solving / reasoning skills.

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#### Question # 47

What types of books or magazines do you typically read?

#### Answer:-

Describe both your personal and professional favorites. If you happen to like professional books / magazines that relate to the industry of the company you're applying for - that's definitely worth highlighting.

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#### Question # 48

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 # 49

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 # 50

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 #51

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 # 52

Describe to me a time where you had to make a hard decision As Bell Person?

#### Answer:-

Hard decisions are hard for a reason. It could dramatically effect the company. It could affect other workers. So if you have a story about how you made a hard decision and had a good outcome, share that. If you have one where the outcome wasn't great, explain how you would have changed the way you approached the decision to show you learned how to improve.

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#### Question #53

What do you expect to be earning in 5 years As Bell Person?

#### 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 # 54

What do you look for in terms of culture -- structured or entrepreneurial?

#### Answer:-

A good answer is to discuss the importance of having both elements in a company As Bell Person. Structure is good to maintain a focus on priorities and making sure people are productive but having an entrepreneurial spirit can help cultivate new ideas that can truly help the company.

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## Question # 55

What is your greatest achievement outside of work As Bell Person?

#### Answer:-

This is a great opportunity for you to discuss how you've given back to the community, how you've achieved in a competitive extracurricular activity (think sports or clubs), how you've mentored others, and so forth.

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## Question # 56

How do you feel about taking no for an answer?

#### Answer:-

It's good to be persistent, but not overbearing. Everyone will face rejection at some point in their life, so at some point you'll have to take no for an answer but then learn why you were turned down.

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### Question # 57

Tell me the difference between good and exceptional?

#### Answer:

Good gets the job done on time and is high quality. Exceptional is a game changer - it stands out, it's creative, it's above and beyond expectations. Tell the interviewer a story about how you were exceptional.

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#### Question # 58

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 #59

How would you go about establishing your credibility quickly As Bell Person 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 # 60

How long will it take for you to make a significant contribution?

#### Answer-

First define significant contribution - once you do that - lay out a timeline plan in which you think you can achieve that.

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#### Question # 61

Does your boss know you're here today?

#### Answer:-

Usually, you probably haven't told your boss for obvious reasons. So it's ok to say that they do not. You don't want to upset the balance at your current job after all and nothing is guaranteed in an interview. The interviewer should understand this stance.

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#### Question # 62

Describe a time when you had to help a coworker out that did not directly benefit you?

#### Answer:

There should be many times where you've assisted others As Bell Person. If you haven't, think of how you would in the future. You can discuss charitable causes, how you mentored someone, and so on.

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#### Question # 63

Can you perform Internet research? Please describe to me your steps in doing so?

#### Answer:-

Internet research can entail Google searches, industry sites, news articles, social networks and company websites.

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#### Question #64

Are you aggressive?

#### Answer:-

If you are, describe it through a story / experience that you had. If you aren't, then explain why you're not. If the job role asks for you to be aggressive/not aggressive and you're the opposite of it, explain how you would develop that characteristic.

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#### Question # 65

What kind of work interests you the most?

#### Answer-

You can talk about what you're passionate about. What motivates you. What excites you.

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### Question # 66

What role are you ready to take in a group?

#### Answer:

Ideally, you want to take on the role you're interviewing for, but you want to be flexible with your responsibilities As Bell Person if there are any changes.

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#### Question # 67

How do you handle repetitive tasks?



#### Answer:-

Some people enjoy it, others don't. Which are you? If you don't like it, can you at least do it well? And if you don't like it, be ready to explain why in a positive way (i.e. your potential is to do much more than simply be repetitive)

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#### Question # 68

What do you expect from this job As Bell Person?

Talk about the potential career development, your career aspirations, your work relationships and the learning you'll receive. 

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