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# Church Official Job Interview Preparation Guide.

#### Question #1

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 Regarding Church Official. 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 # 2

Do you work well within a team?

#### Answer:-

Some people are thrown when they are asked this Church Official 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 #3

How did you hear about the position Regarding Church Official?

#### Answer:-

Another seemingly innocuous interview question, this is actually a perfect opportunity to stand out and show your passion for and connection to the company and for job Regarding Church Official. For example, if you found out about the gig through a friend or professional contact, name drop that person, then share why you were so excited about it. If you discovered the company through an event or article, share that. Even if you found the listing through a random job board, share what, specifically, caught your eye about the role.

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#### Question # 4

Tell me about a time when you had to think strategically?

#### Answer:

There was a time when I was told I had to get rid of 20% of my people. I had to determine which persons I needed the most by determining who could do what. I had to put aside personal feelings so that I could keep a working crew to handle he same workload with less people.

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#### Question # 5

What is your biggest weakness Regarding Church Official?

#### 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 Regarding Church Official 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 # 6

Where do you see your career in five years Regarding Church Official?

#### Answer:-

I would like to retire from this company. I would like to make a difference in the company whether in the company or any other position or area of the company Regarding Church Official.

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#### Question #7

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 # 8

What's a time you disagreed with a decision that was made at work?

#### Answer:-

Everyone disagrees with the boss from time to time, but in asking this interview question Regarding Church Official, hiring managers want to know that you can do so in a productive, professional way. "You don't want to tell the story about the time when you disagreed but your boss was being a jerk and you just gave in to keep the peace. And you don't want to tell the one where you realized you were wrong,". Tell the one where your actions made a positive difference on the outcome of the situation, whether it was a work-related outcome or a more effective and productive working relationship.

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#### Question #9

Why are you interested in this type of job Regarding Church Official?

#### Answer-

You're looking for someone who enjoys working with the elderly, or a caring, sociable, and nurturing person.

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#### Question # 10

Why do you want to join our company?

#### Answer-

This is a question that is aimed at finding out whether you know enough about the company and the basic market. The best way to answer this question is to do some research on the company and highlight its positive points.

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#### Question # 11

Describe to me the position Regarding Church Official 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 # 12

Do you think you have enough experience Regarding Church Official?

#### 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 # 13

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 # 14

How would you observe the level of motivation of your subordinates?

#### Answer:-

Choosing the right metrics and comparing productivity of everyone on daily basis is a good answer, doesn't matter in which company you apply for a supervisory role.

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#### Question # 15

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 # 16

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 # 17

What is your greatest weakness Regarding Church Official? What are you doing to improve it?

#### Answer:

I believe my biggest weakness Regarding Church Official 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 # 18

Why should the we hire you as this position Regarding Church Official?

#### 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 # 19

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 # 20

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 # 21

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 # 22

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 # 23

What have you done to improve your skills over the past year Regarding Church Official?



#### 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.

#### Question # 24

Have you ever you have been in a position Regarding Church Official where you've had to fire someone? How did you feel about that experience?

Be very thoughtful about your answer. This is a very serious matter for most companies and requires a very serious answer. You need to express that you will do it when it is the right thing to do but you don't want to give the impression that you're callus to the process. Don't forget that firing is not the same as laying someone off - it typically is for the direct benefit of the company.

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#### Question # 25

If you had enough money to retire would you?

#### Answer:-

Just be honest. If you would retire then say so. But since you can't retire, and the interviewer already knows this, simply answer that since you can't this is type of work you prefer doing. However, if you wouldn't retire if you had the money then explain why. Work is an important element of happiness for most people and many won't retire even when they can.

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#### Question # 26

What qualities do you look for in a boss?

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 # 27

What can you offer us that someone else can not?

Bad Answer: Going negative - if the candidate starts trash talking other candidates, it's a sure sign of a bad attitude. Also, if they can't provide a solid answer, it may show that they lack thorough knowledge of the skills the job requires, and an understanding of where they fit in.

Good answer: The candidate can name specific skills, abilities or understandings they have that apply directly to the job that other candidates are unlikely to have, or are in short supply.

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#### Question # 28

Top 13 Situational Interview Ouestions Regarding Church Official:

Situational interviews Regarding Church Official are similar to behavioral interview questions - but they are focused on the future, and ask hypothetical questions, whereas behavioral interview questions look at the past.

The advantage is that employers can put all candidates in the same hypothetical situations, and compare their answers.

- 1. What would you do if you made a strong recommendation in a meeting, but your colleagues decided against it?
- 2. How you would handle it if your team resisted a new idea or policy you introduced?
- 3. How would you handle it if the priorities for a project you were working on were suddenly changed?
- 4. What would you do if the work of an employee you managed didn't meet expectations?
- 5. What would you do if an important task was not up to standard, but the deadline to complete it had passed?
- 6. What steps would you take to make an important decision on the job Regarding Church Official?
- 7. How would you handle a colleague you were unable to form a positive relationship with?
- 8. What would you do if you disagreed with the way a manager wanted you to handle a problem?
- 9. What would you do if you were assigned to work with a difficult client Regarding Church Official?
- 10. What would you do if you worked hard on a solution to a problem, and your solution was criticized by your team?
- 11. How would you handle working closely with a colleague who was very different from you?
- 12. You're working on a key project that you can't complete, because you're waiting on work from a colleague. What do you do?
- 13. You realize that an early mistake in a project is going to put you behind deadline. What do you do?

## Question # 29

Basic 15 Interview Questions that Test Communication Skills Regarding Church Official:

For most jobs, communication skills Regarding Church Official are important. It's hard to work as a team if people aren't communicating well.

At some jobs, like customer service or sales, communication skills are an absolute essential.

These questions are meant to help gauge a candidate's ability to communicate.

- 1. How do you prefer to build rapport with others?
- 2. How would you go about simplifying a complex issue in order to explain it to a client or colleague?
- 3. How would you go about persuading someone to see things your way at work?
- 4. How would you go about explaining a complex idea/problem to a client who was already frustrated?



- 5. What would you do if you there was a breakdown in communication at work?
- 6. Talk about a successful presentation you gave and why you think it did well.
- 7. How would you explain a complicated technical problem to a colleague with less technical understanding?
- 8. Do you prefer written or verbal communication Regarding Church Official?
- 9. Describe a time when you had to be careful talking about sensitive information. How did you do it?
- 10. What would you do if you misunderstood an important communication on the job?
- 11. Talk about a time when you made a point that you knew your colleagues would be resistant to.
- 12. Is it more important to be a good listener or a good communicator Regarding Church Official?
- 13. Tell me about a time you had to relay bad news to a client or colleague.
- 14. Rate your communication skills on a scale of 1 to 10. Give examples of experiences that demonstrate the rating is accurate.
- 15. How have you handled working under someone you felt was not good at communicating?

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#### Question #30

Top 12 Stress Based Interview Questions Regarding Church Official:

#### Answer:-

Some jobs require employees to work under stress, and some interviewers just like to see how applicants handle stressful questions.

There are many questions designed for putting the interviewee into an awkward situation, or throwing them off, to see how they do under stress. Here are some samples.

- 1. How do you feel this interview is going Regarding Church Official?
- 2. How would you handle undeserved criticism from a superior?
- 3. How many other jobs are you applying for?
- 4. What would you do if you saw a colleague stealing supplies or equipment?
- 5. What did you do when you had a boss you didn't get along with?
- 6. What would you do if a colleague took credit for your idea, and got a promotion?
- 7. Was the stress of your previous job too much for you?
- 8. What would you do if a colleague admitted to lying on their resume to get the job?
- 9. What would you do if a customer verbally insulted you in front of co-workers?
- 10. What would you change about the design of a baseball hat?
- 11. Why were you fired from your previous job Regarding Church Official?
- 12. How successful do you think you've been so far?

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#### Question # 31

If the company you worked for was doing something unethical or illegal, what would you do?

#### Answer:

Report it to the leaders within the company. True leaders understand business ethics are important to the company's longevity

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#### Question # 32

If you were given more initiatives than you could handle, what would you do?

#### Answer:

First prioritize the important activities that impact the business most. Then discuss the issue of having too many initiatives with the boss so that it can be offloaded. Work harder to get the initiatives done.

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#### Question #33

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 # 34

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 # 35

Describe a time when you put your needs aside to help a co-worker understand a task. How did you assist them? What was the result?

#### Answer:

The key is to show that the mentoring of a co-worker was first a higher priority than the task you had at hand (remember, you want to show that you focus on highest priority tasks first). Then, describe in detail how you helped them not only complete the task but learn to do it on their own. You want to teach them HOW to fish and not to simply fish for them.

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#### Question # 36



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 #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

What are ideas or initiatives you've led and what was the outcome?

#### Answer:

Describe your most unique ideas and initiatives that had the best results for the company. Make sure you highlight your creativity, your results, your diligence and your ability to execute.

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#### Question #39

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 # 40

What is your ideal working environment?

#### Answer:-

Describe your ideal working environment. Do you like flexibility with work hours? Do you like working in a cubicle or independently? Do you like to be micro managed or empowered? Do you like to work on your own or in a team? Do you like being driven by metrics in your role? How much responsibility do you want?

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#### Question # 41

How important is the vision of the company to you?

#### Answer:-

It should be very important if you want a long standing career. Remember, you're investing your time, energy and earnings potential into a company so you want to make sure it's a sustainably successful company that will grow with you over the long haul.

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#### Question # 42

Do you have the ability to articulate a vision and to get others involved to carry it out?

#### Answer:-

If yes, then share an example of how you've done so at work or college. If not, then discuss how you would do so. Example: "I would first understand the goals of the staff members and then I would align those to the goals of the project / company. Then I would articulate the vision of that alignment and ask them to participate. From there, we would delegate tasks among the team and then follow up on a date and time to ensure follow through on the tasks. Lastly, we would review the results together."

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#### Question # 43

If you could offer suggestions on how to improve our company, what would you say?

#### Answer-

Examine the trends of the company and also where there may be some weaknesses (news articles often document this on public companies or look at their competitors to see how they're positioning it against them.) Then, once you have that knowledge, think creatively on how you could improve upon that weakness for them.

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#### Question # 44

What differentiates this company from other competitors?

#### Answer:

Be positive and nice about their competitors but also discuss how they are better than them and why they are the best choice for the customer. For example: "Company XYZ has a good product, but I truly believe your company has a 3-5 year vision for your customer that aligns to their business needs."



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#### Question # 45

What role do you see technology playing in this role?

#### Answer:-

Technology is important to almost every job today but it's not meant to be abused. I believe it's important to increase productivity and not for personal use.

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#### Question #46

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 # 47

Have you ever been fired and if yes, why?

#### Answer:

Answer this as positively as possible and try to avoid disparaging the company you had previously worked for. The key is to accept the fact that yes, you were fired, but you've learned from the mistakes that got you there and you're better now because of it. If you haven't been fired, well, then this question's a piece of cake isn't it?

The second

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Question # 48
How good are you at problem solving?

#### Answer:-

Describe the problem first and then discuss how you were able to fix it.

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#### Question # 49

Give me a few examples of how you're results oriented?

#### Answer:-

Make you give an example where you discuss details and metrics. For example, I was a tutor in my last job and mentored 5 students on their SAT test taking skills and raised their scores by 15% on average after a 3 month teaching stint.

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#### Question # 50

What would you do if our competitor offered you a position Regarding Church Official?

#### Answer:

I would weigh the offer and consider it, however, this company and this role is my first choice.

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#### Question # 51

Describe a time when you've been overwhelmed with work?

#### Answer:-

Show how you were able to over the "overwhelmed" feeling - by delegating tasks, getting people on your team to help you out, or by prioritizing your work and focusing on the most important issues first Regarding Church Official.

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#### Question # 52

What techniques and tools do you use to keep yourself organized Regarding Church Official?

#### Answer:-

Utilizing a calendar, having a notebook with your "to do" list, focusing on your top 3 priorities each and every day, utilizing a systematic way of storing documents on your computer (like box.net)

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#### Question #53

If you had to choose one, would you consider yourself a big-picture person or a detail-oriented person?

#### Answer:-

Both are important. You need to stress that. However, if you could only choose one, ask yourself Regarding Church Official - do you like to be "in the weeds" with your work, or do you want to be the one painting the vision?



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#### Question #54

Do you think a leader should be feared or liked?

#### Answer:

Liked. You want to work harder for people that inspire and motivate you. Fear only lasts for so long.

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#### Question #55

What kind of car do you drive?

#### Answer:-

The only time this might matter is if the job requires a certain type of car because of the responsibilities. For example, if you need to load a lot of construction materials into your car, you'll probably need a truck.

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#### Question # 56

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?

#### Answer:-

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 # 57

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 #58

What does "thinking outside the box" mean to you?

#### Answer:

It means not doing things exactly the same way as everyone else. You've got to challenge the status quo and bring something new to the business.

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#### Question # 59

What makes you a good manager?

#### Answer:-

Describe how you manage people, time, money and energy in the most effective manner to achieve the best return of that investment.

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#### Question # 60

How do you define arrogance? Are you arrogant?

#### Answer-

Arrogance is having an attitude of superiority beyond reason. Confidence is believing in yourself without being cocky. You should not be arrogant.

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