

Executive Management Interview Questions And Answers Guide.



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Executive Management Job Interview Preparation Guide.

Question # 1

What is Executive Management?

Answer:-

Executive management or management team is generally a team of individuals at the highest level of organizational management who have the day-to-day responsibilities of managing a company or corporation. They hold specific executive powers conferred onto them with and by authority of the board of directors and/or the shareholders. There are most often higher levels of responsibility, such as a board of directors and those who own the company (shareholders), but they focus on managing the senior or executive management instead of the day-to-day activities of the business.

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Question # 2

What is the level of Executive Management?

Answer:-

The Executive Management is the highest decision making level in the organization.

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Question # 3

What is Strategic planning method?

Answer:-

you should also be questioned about the strategic planning method that he or she would adhere to.

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Question # 4

Explain administrative procedures, financial reports and operating systems?

Answer:-

The knowledge of administrative procedures and operating systems would be reviewed as well. The interviewer would also check how adept you are at reading and interpreting accounting and financial reports.

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Question # 5

Explain organizational planning tools?

Answer:-

The interviewer would further question about the budgets as well as the organizational planning tools that you would use.

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Question # 6

What are information processing applications?

Answer:-

The interviewer would also wish to know about the information processing applications and any relevant software applications that the person applying for the post of manager/managerial candidate would be conversant with.

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Question # 7

What are the human resource management principles?

Answer:-

Last, but not least, the manager would also be asked about the human resource management principles that he follows.



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Question # 8

Executive Management common interview questions:

Answer:-

- * What are the methods you have used to evaluate employee's job performance?
- * What is your overall experience in setting budgets?
- * Give us some instances in which you brought about some productive change in the company that you worked for. What were the steps that you carried out, and what were the steps that you implemented for others to follow?
- * Describe one recent problem that you came across on the job and how you countered it. How did you contribute to overcoming the obstacle and how did you implement steps for others to overcome the obstacle?
- * Give us an example of how you successfully encouraged/motivated the staff with the help of incentives or bonuses?
- * Tell us about a time when you had to motivate an employee or peer who was reluctant to work?
- * Tell us about a time when you had to deliver training to employees and peers?
- * Tell us about a short term plan that you developed for the advancement of the company?
- * What is the most challenging factor for you as a manager?

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Question # 9

Tell me can you do the job?

Answer:-

You can't tell by looking at a piece of paper what some of the strengths and weaknesses really are...We ask for specific examples of not only what's been successful but what they've done that hasn't gone well or a task they've, quite frankly, failed at and how they learned from that experience and what they'd do different in a new scenario.

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Question # 10

Tell me will you love this job?

Answer:-

Younger employees do not wish to get paid merely for working hard-just the reverse: they will work hard because they enjoy their environment and the challenges associated with their work.... Executives who embrace this new management style are attracting and retaining better employees.

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Question # 11

Tell me can we tolerate working with you?

Answer:-

A lot of it is cultural fit and whether they are going to fit well into the organization... The perception is that when (senior leaders) come into the firm, a totally new environment, they know everything. And they could do little things such as send emails in a voicemail culture that tend to negatively snowball over time. Feedback or onboarding is critical. If you don't get that feedback, you will get turnover later on.

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Question # 12

Explain non-management folks?

Answer:-

- * Budget
- * Company policy
- * Management style
- * Conflict management
- * Consensus building
- * Team development
- * Organizational systems
- * Supervisory skills
- * P&L responsibility
- * Goal achievement
- * Public relations
- * Investor relations

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Question # 13

Can you developed or re-organized a procedure successfully?

Answer:-

Here's your chance to look good by talking about one of your favorite achievements. While telling your story, keep in mind what tasks you might be asked to perform at the job you're applying for and highlight anything in your story that relates to your next job.

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Question # 14

How did your idea affect the organization?

**Answer:-**

Employers love to hear how you affected the bottom line, since it implies that you'll be able to do the same for them. Tell a story that demonstrates that you understand how success is measured in your line of work, and that you're able to achieve it to the satisfaction of your employer.

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Question # 15

How a challenging problem you solved and what the long-term result of your solution was?

Answer:-

Most of us hate to admit that we have problems, but the truth is that we do. It's how we handle problems that shows our real talent. So dig deep and come up with a time when you either took on a problem and solved it, or you were in the middle of a project and a problem came up unexpectedly.

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Question # 16

Tell me what was the toughest budget issue you ever faced? tell me about it?

Answer:-

Budget management is a big deal to employers. Before you decide how to answer this question, decide how involved you want to be with the budget on your next job. If you want to manage a budget, talk about a time when you did a terrific job with the money. If you hate dealing with budgets, tell about a time when you worked with someone else on the budget.

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Question # 17

What creative approach you used to increase profits?

Answer:-

There are two ways to increase profits: decrease spending and increase revenue. This question is designed to find out if you're going to bring new profit-making ideas to the company, especially ones that work. So tell about a time when you either cut costs or drove up revenues.

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Question # 18

How you built consensus within your team?

Answer:-

An effective manager gains buy-in from his staff so that everyone experiences success, both individually and as a group. To respond to this question, you could speak about one of your experiences in morale building, creating incentive programs, or using your fine management style to increase cooperation among your staff.

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Question # 19

How to resolve conflict among your subordinates?

Answer:-

Conflict resolution is a valuable skill. With downsizing, mergers, and problems in corporate management, this could be your winning ticket. Put yourself in the interviewer's shoes to know what interpersonal issues are current stumbling blocks at the company. Then come up with an experience of your own that parallels the company's.

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Question # 20

How to represent the company or your department before a group of people?

Answer:-

Here's your chance to show where your presentation skills lie. If you love speaking before groups, great-tell about some winning presentations you've done. If you're not really comfortable in front of large groups (not all of us are), refer to a time when you delivered a message to either a small group or to an individual, and don't forget to emphasize the positive result of your presentation.

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Question # 21

Tell me when did you have to sell an idea within your company and how did it work out?

Answer:-

The employer wants to know how much courage and persuasion you have. Think of a time when you persuaded someone or a group to follow your lead to a successful end. Your experience might have been around a serious business matter, or maybe even a personal interaction that turned into a humorous tale.

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Question # 22

Executive Management traditional interview questions:

Answer:-

- * Why do you want to hold this position?
- * Aside from money, what will you gain from having this job?
- * What motivates you to excel?



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Question # 23

Executive Management behavioral interview questions:

Answer:-

- * What accomplishment are you particularly proud of?
- * When did you handle conflict with your boss, colleagues, or subordinates, Tell me about it?
- * Tell me about a situation that demonstrates your work habits?
- * Describe a time when you and your superior were in conflict and how it was resolved?

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Question # 24

Why you want to work for our company?

Answer:-

I'm really interested in working for your company.

I do believe my skill set would fit very well with your job requirements and I'm sure I can help you to be more productive and efficient in your project delivery.

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Question # 25

Why have you left your previous company?

Answer:-

Keep it simple, honest and positive. Good reasons for leaving your job or company can be:

- * Career growth
- * Your company is restructuring
- * Moving or finding a job closer to home
- * Looking for new challenge

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Question # 26

What are your main strengths?

Answer:-

Provide three or four statements and back them up with examples. Employers normally like to see examples in the area of:

- * Great communicator
- * Team player / team leader
- * Hardworking
- * Motivated and determined
- * Using consultative approach
- * Mentored and coached teams

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Question # 27

Tell me what motivates you?

Answer:-

The interviewer wants to know if you think more about short-term or long-term goals.

- * As a Project Manager I'm heavily involved in implementing new ideas and projects and see them deployed and realized. I want to use my Project Manager skills and talent in order to work on exciting and challenging projects in order to realize the companies goals.
- * I am motivated by the challenge of implementing projects ahead of schedule and by managing teams that achieved their goals.

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Question # 28

Why we should hire you?

Answer:-

In general - people will hire you for the following reasons

- * You do the job well
- * You fit into the company culture
- * You are passionate about your job

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Question # 29

How you will contribute to this company?

Answer:-

I've delivered many successful projects in the past like Project X, Project Y- which were very complex in nature and provided the expected benefits to companies I've worked for. I've also trained and mentored others in the Project Manager discipline up-grading their capability.

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Question # 30

Where you see yourself in 5 years?

Answer:-

In reality, most people have no idea what they will do in 5 years' time. You can answer this question in two ways:

- * You want to become an expert in your field and would like to stay in the area: Advance from being a Project Manager to become a Senior Project Manager.
- * Or you want to leave your area - moving from a Project Manager position to a senior management position.
- * I want to become an expert in the Project Management area

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