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# Human Services Professional Job Interview Preparation Guide.

#### Question #1

Tell me about a time you failed?

#### Answer:-

Everyone has failed, so don't play dumb or claim you've never messed up As Human Services Professional. Think of a time when a work-related situation didn't turn out quite as you had hoped. An interviewer is interested in seeing how you took responsibility for your failure, what you learned from it, and how you would prevent similar failures from happening again.

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#### Question # 2

Why was there a gap in your employment As Human Services Professional?

#### Answer:-

If you were unemployed for a period of time, be direct and to the point about what you've been up to (and hopefully, that's a litany of impressive volunteer and other mind-enriching activities, like blogging or taking classes). Then, steer the conversation toward how you will do the job and contribute to the organization: "I decided to take a break at the time, but today I'm ready to contribute to this organization in the following ways."

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#### Question # 3

How do you deal with conflict in the workplace As Human Services Professional?

#### Answer:

When people work together, conflict is often unavoidable because of differences in work goals and personal styles. Follow these guidelines for handling conflict in the workplace.

- \* 1. Talk with the other person.
- \* 2. Focus on behavior and events, not on personalities.
- \* 3. Listen carefully.
- \* 4. Identify points of agreement and disagreement.
- \* 5. Prioritize the areas of conflict.
- \* 6. Develop a plan to work on each conflict.
- \* 7. Follow through on your plan.
- \* 8. Build on your success.

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#### Question # 4

How many tennis balls can you fit into a limousine? 1,000? 10,000? 100,000? Seriously?

#### Answer.

Well, seriously, you might get asked brainteaser questions like these, especially in quantitative jobs. But remember that the interviewer doesn't necessarily want an exact number-he wants to make sure that you understand what's being asked of you, and that you can set into motion a systematic and logical way to respond. So, just take a deep breath, and start thinking through the math. (Yes, it's OK to ask for a pen and paper!)

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#### Question # 5

How would you estimate the weight of the Chrysler building?

#### Answer:

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



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#### Question # 6

If hired, how do you intend on making a difference with our company?

#### Answer:-

Dedicate myself to learn everything about the new company that I can, look for ways and ideas that could improve, processes, safety, removing obstacles from the associates, I want to advance within the company.

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#### Question # 7

What challenges are you looking for in this position?

#### Answer:

A typical interview question to determine what you are looking for your in next job, and whether you would be a good fit for the position being hired for, is "What challenges are you looking for in a position As Human Services Professional?" The best way to answer questions about the challenges you are seeking is to discuss how you would like to be able to effectively utilize your skills and experience if you were hired for the job. You can also mention that you are motivated by challenges, have the ability to effectively meet challenges, and have the flexibility and skills necessary to handle a challenging job. You can continue by describing specific examples of challenges you have met and goals you have achieved in the past.

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#### Question #8

Why should I hire you As Human Services Professional?

#### Answer:-

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

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#### Question #9

Describe to me the position As Human Services Professional 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 # 10

Do you have any questions for me?

#### Answer:-

Good interview questions to ask interviewers at the end of the job interview include questions on the company growth or expansion, questions on personal development and training and questions on company values, staff retention and company achievements.

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#### Question # 11

Do you like to start personal relationships with other employees?

#### Answer:-

Well, the right answer is yes and no. Good personal relations can improve the overall performance of a team. But on the other hand, you should not let your emotions to affect your decisions in work.

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#### Question # 12

Do you think you have enough experience As Human Services Professional?

#### 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

What do you think we could do better or differently?

#### Answer:

This is a common one at startups. Hiring managers want to know that you not only have some background on the company, but that you're able to think critically about it and come to the table with new ideas. So, come with new ideas! What new features would you love to see? How could the company increase conversions? How could customer service be improved? You don't need to have the company's four-year strategy figured out, but do share your thoughts, and more importantly, show how your interests and expertise would lend themselves to the job.



#### Question # 14

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 #15

What kind of salary do you need As Human Services Professional?

#### Answer-

This is a loaded question and a nasty little game that you will probably lose if you answer first. So, do not answer it. Instead, say something like, that's a tough question. Can you tell me the range for this position? In most cases, the interviewer, taken off guard, will tell you. If not, say that it can depend on the details of the job. Then give a wide range.

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#### Question # 16

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

#### Answer-

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

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#### Question # 17

Why are you leaving your current job?

#### Answer:-

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

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#### Question # 18

Why should the we hire you as this position As Human Services Professional?

#### 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

Are you planning to continue your studies and training As Human Services Professional?

#### Answer:

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

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

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#### Question # 20

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 # 21

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 # 22

What have you done to improve your skills over the past year As Human Services Professional?

#### 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 # 23

What would your previous employer say is your greatest strength?

#### Answer.

Be prepared for this question. If you have to sit and think about it it's going to appear as if you're not sure or that you've never identified your own value in the work place - not good. You don't have to have a complex response. Keep it simple and honest. For example, several possibilities could be Leadership, Problem solving ability, Initiative, Energy, Work ethic, Innovative, etc., etc.

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#### Question # 24

Are you able to relocate if required?

#### Answer:-

Be completely honest and thoughtful with this one. You don't want to wake up one to find out that you're moving to a new city or state and it may be a major factor in your eligibility for employment. But again, if you don't want to move then the job probably isn't for you.

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#### Question # 25

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 # 26

What can you offer us that someone else can not?

#### Answer:

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 # 27

What is your desired salary As Human Services Professional?

#### 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 # 28

Tell us something about yourself?

#### Answer:-

Bad Answer: Candidates who ramble on about themselves without regard for information that will actually help the interviewer make a decision, or candidates who actually provide information showing they are unfit for the job.

Good answer: An answer that gives the interviewer a glimpse of the candidate's personality, without veering away from providing information that relates to the job. Answers should be positive, and not generic.

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#### Question # 29

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



#### Question # 30

You are not given the tools you need to be successful. How would you change that As Human Services Professional?

#### Answer-

State a business case to your manager / leader as to why you need the tools and make the request for them.

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#### Question #31

Give me an example of a time when you set a goal and were able to meet or achieve it?

#### Answer-

Show that you set great goals and the process and steps you took to achieve it. Details really matter here.

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#### Question # 32

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 #33

Where do you see yourself in 5 years with your career?

#### Answer:-

Be sure to paint a clear picture of your career vision that demonstrates your aspirations and goals that are realistic. This could emphasize increased responsibility, the ability to manage people and so forth

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#### Question #34

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 #35

Describe what a bad work environment would look like to you As Human Services Professional?

#### Answer:

There could be a multitude of things to discuss here: Business ethics (wrongdoing), inconsiderate teammates, non-supportive management, a product that does not do what you're promising customers and so forth.

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#### Question #36

How meticulous are you with details?

#### Answer:-

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

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#### Question # 37

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 # 38

What other companies are you interviewing at?

#### Answer:

Be open and share if you are indeed interviewing elsewhere, but do it in a humble way. This way you don't seem arrogant and the interviewer knows your skills are valued by other companies. This also tends to make them want you more as they know they are competing for your services.



#### Question #39

How do you inspire others to be better?

#### Answer-

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

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#### Question # 40

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 # 41

Would you describe yourself as more analytical or interpersonal?

#### Anewor.

If you answer either, just make sure you explain why. For example, "I would consider myself to be more analytical because I'm good at examining a data set and then understanding how to interpret it in a business environment." or "I'm more of interpresonal person because I enjoy working and collaborating with my teammates and clients"

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#### Question # 42

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 # 43

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 # 44

How well do you multi-task?

#### Answer:-

Multi-tasking is an important part of most jobs. You want to show that you're good at it but not overwhelmed with it. So discuss just a few things you can multi-task well on - for example: "I'm good at multi tasking between work email and working on projects As Human Services Professional and the reason it because I'm good at prioritizing my work emails.

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#### Question # 45

How do you adapt to new working environments As Human Services Professional?

#### Answer-

It's important that you demonstrate that you can adapt to changing environments quickly. You want to stress that you can manage change. The one thing in life that is constant after all, is change.

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#### Question # 46

What general trends do you see in our industry?

#### Answer:-

Examine what's happened in the industry in the last 5 - 10 years and how it's evolved and then look at what both the company and analysts are saying about the future of that industry in which that company competes in. Read trade magazines / online sources in that industry as well to make sure you stay up to date on trends.

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#### Question # 47

What are your thoughts about working from home?



#### Answer:-

This is a new policy some companies are adopting. If the company you are interviewing for allows for it, then you should be thankful for the flexibility and convenience yet state that working from home is a privilege that you would honor. The key point you want to make is that you would still be able to focus and be just as productive working at home.

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#### Question #48

What do you expect to be earning in 5 years As Human Services Professional?

#### 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 # 49

What attracted you to this company As Human Services Professional?

#### Answer.

You could discuss the company's vision, culture and solutions/services as reasons for wanting to join it.

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#### Question # 50

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 Human Services Professional. 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 # 51

Who was your favorite manager and why?

#### Answer:-

Describe the attributes you liked about your favorite manager, typically attributes discussed are: Great at coaching, inspiring, motivating, empowering, trusting, delegating, leading, etc.

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#### Question # 52

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 # 53

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 # 54

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 # 55

Who are your heroes?

#### Answer:-

Have at least one person you consider a hero or role model. Be ready to explain why they are a hero to you and how they've inspired you to be a better person.

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#### Question # 56

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 #57

Do you work better on a team, with just one partner, or alone?

#### Answer-

Ideally you can handle all three well, but you may have a personal preference for one or a few. The key is to make sure you understand what the job is looking for and to pair your answer with that (assuming it's true)

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#### Question #58

Tell me about a decision you made recently and how you reached it As Human Services Professional?

#### Answer:-

The key is to show that you put a lot of thought (weighing out the pros and cons) but were able to be decisive. Be sure to explain your logic in arriving at the decision.

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#### Question # 59

Why did you select the University \_\_\_\_\_\_

#### Answer-

Discuss the academic program, the extracurricular program(s), the school spirit, the quality of your peers, and the professors.

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#### Question # 60

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 # 61

How do you ensure all of your work gets accomplished in a productive manner?

#### Answer:

The key is to prioritize what's important in your work and to stay organized to accomplish the tasks. A strong work ethic also helps.

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#### Question # 62

What do you expect from this job As Human Services Professional?

#### Answer:-

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

## **HR Most Popular Interview Topics.**

- 1 : General HR Frequently Asked Interview Questions and Answers Guide.
- 2 : Office Boy Frequently Asked Interview Questions and Answers Guide.
- 3 : Conflict Resolution Frequently Asked Interview Questions and Answers Guide.
- 4: HR Assistant Frequently Asked Interview Questions and Answers Guide.
- 5: Freshers HR Frequently Asked Interview Questions and Answers Guide.
- 6: HR Officer Frequently Asked Interview Questions and Answers Guide.
- 7 : Sample HR interview Frequently Asked Interview Questions and Answers Guide.
- 8: <u>HR Business Partner Frequently Asked Interview Questions and Answers Guide.</u>
- 9: Admin Officer Frequently Asked Interview Questions and Answers Guide.
- 10: HR Grievance Handling Frequently Asked Interview Questions and Answers Guide.

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