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# Jubilee Life Job Interview Preparation Guide.

#### Question #1

Give me an example of a time when you were able to successfully communicate with another person even when that individual may not have personally liked you (or vice versa). How did you handle the situation? What obstacles or difficulties did you face? How did you deal with them?

#### Answer-

First, the key is to state the differences in personality to give the interviewer some background. Second, you want to discuss how that was affecting the situation. Third, show how you were able to adapt to the way the person wanted to be communicated with to achieve your goals

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#### Question # 2

Tell me about a time when you successfully handled a situation?

#### Answer-

For this question, the interviewer wants to know what you do in a situation that doesn't have a clear answer. This will help the interviewer know how you respond to unforeseen challenges.

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## Question #3

How does your present position differ from past ones?

#### Answer:

Describe the difference with regards to responsibilities, culture, team, career opportunity, and the work itself.

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### Question # 4

What do you consider ethical spending on an expense account?

#### Answer:-

It depends on the role - but the better way to answer this is to ask the interviewer what their expectations are with regards to what the role can expense and then simply state that you'll stay within those parameters

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## Question # 5

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 #6

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 #7

How do you evaluate success In Jubilee Life?

### Answer:-

I evaluate success In Jubilee Life in different ways. At work, it is meeting the goals set by my supervisors and my fellow workers. It is my understanding, from



talking to other employees, that the Global Guideline company is recognized for not only rewarding success but giving employees opportunity to grow as well.

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#### Question #8

What type of people do you not work well with?

#### Answer:

Be very careful answering this question as most organization employ professionals with an array of personalities and characteristics. You don't want to give the impression that you're going to have problems working with anyone currently employed at the organization. If you through out anything trivial you're going to look like a whiner. Only disloyalty to the organization or lawbreaking should be on your list of personal characteristics of people you can't work with.

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#### Question #9

Tell me about a time when you had to use your presentation skills to influence someone's opinion In Jubilee Life?

#### Answer:-

Example stories could be a class project, an internal meeting presentation, or a customer facing presentation.

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#### Question # 10

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 # 11

What would you like to avoid completely in your next job In Jubilee Life?

#### Answer-

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

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## Question # 12

What has disappointed you about a previous job?

#### Answer:

Again, this question could get you in trouble so tread carefully. Some good answers might be that your previous job didn't provide any room for growth, that you were laid off due to a mandatory reduction in staff, that they closed their office in your state and required you to relocate, etc. Make sure not to mention anything negative about the people you worked with, the company in general or the job itself.

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## Question # 13

How do you adapt to new working environments In Jubilee Life?

#### 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 # 14

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 # 15

How would your boss and co-workers describe you?

#### Answer-

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

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#### Question # 16

Why did you leave your last job In Jubilee Life?

#### Answer-

Regardless of why you left your last job make sure to stay positive. Always smile and focus on the positive reason such you were seeking the opportunity to expand your career opportunities, your interest in working with a new firm that provided greater opportunity, you desired to work in a new location, etc. Don't reference previous job problems or differences with management that caused you to leave. If you stay positive, your answer may help you. If you're negative, you will likely decrease your chances of getting the job for which you're interviewing.

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#### Question # 17

What is more important to you money or success?

#### Answer:-

First ask yourself that question before the interview - what are your priorities? Are money and success actual one in the same goal for you? If not, what's more important based on how do you define success?

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#### Question # 18

Do you consider yourself successful?

#### Answer:-

You should always answer yes to this question. Briefly explain why without going on and on. If you communicate that you're more successful than you really are you may come off as arrogant or unrealistic. A goof explanation is that you have set professional goals and that you have met some of these goals and are on track to meet more in the near future.

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#### Question # 19

What do you consider to be your greatest achievement so far and why?

#### Answer:-

Be proud of your achievement, discuss the results, and explain why you feel most proud of this one. Was it the extra work? Was it the leadership you exhibited? Was it the impact it had?

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## Question # 20

Why are you interested in working In Jubilee Life for [insert company name here]?

#### Answer:-

Bad Answer: They don't have a good reason, or provide a generic answer, "I think it represents a great opportunity."

Good answer: One that shows they've done research on the company, and are truly excited about specific things they can do at the job. This not only shows enthusiasm for the work and basic preparation skills, gives you clues about the cultural fit.

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### Question # 21

Did you consider yourself a team player?

#### Answer:-

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

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#### Question # 22

If you were hiring a person for this job In Jubilee Life, what would you look for?

#### Answer-

Discuss qualities you possess required to successfully complete the job duties.

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## Question # 23

What do you see yourself doing within the first 30 days of this job?

#### Answer:-

Typically the first 30 days are designed for you to learn as much as possible In Jubilee Life. Work hard to get to know your teammates, how they work together, and how you can make the biggest impact.

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## Question # 24

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 In Jubilee Life if there are any changes.

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#### Question # 25

What type of salary are you looking for?

#### Answer:

This can be a very tricky question as the individual asking it is probably digging for something other than a simple answer to the question. We recommend that you don't immediately respond to the question directly. Instead, say something like, "That a difficult question. What is range for this position?" More often than not the interviewer will tell you. If the interviewer insists on direct answer you may want say that it depends on the details of the job - then give a wide salary range.

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#### Question # 26

What will your ramp time be before you become a meaningful contributor?

#### Answer:-

Companies want staff that can ramp quickly, but also want people who are realistic. So take into consideration how intense the job is and then give a good answer. For example, if you have simple responsibilities that don't require a huge development curve, then your ramp time will probably be shorter. If it's a complex set of skills that you need to develop, then your ramp time could be longer - the key is you have to explain why you believe that ramp time should be.

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#### Question # 27

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 # 28

What do you know about this company?

#### Answer-

Research the company on Google by searching recent news (to remain current on them) and their website. Make sure you understand their products / services, vision, competitive differentiators, and work culture.

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## Question # 29

Are You a 'People' Person?

#### Answer:

Although it may be phrased a little differently, the gist of this question is clear:

Do you like being around people? If you don't, being a medical assistant isn't a good fit for you. After all, you'll be working directly with patients throughout the day. It helps a lot if you sincerely like interacting with them. While answering this question, make sure to mention that you like helping people too. This will drive home the point that you are a talented medical assistant and would be a valuable part of the team In Jubilee Life.

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#### Question #30

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 # 31

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 # 32

Have you ever mentored anyone before? If yes, describe the situation?

#### Answer:

Describe a time where you've helped someone else. Mentor ships can be informal so as you've helped someone over a period of time that can certainly count. The key is to highlight how you utilized certain skills/attributes like coaching, teaching, patience, communication skills, and so forth to mentor that person.

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## Question #33

Tell me an occasion when you needed to persuade someone to do something?



#### Answer:-

Interpersonal relationships are a very important part of being a successful care assistant. This question is seeking a solid example of how you have used powers of persuasion to achieve a positive outcome in a professional task or situation. The answer should include specific details.

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#### Question #34

Did the salary we offer attract you to this job?

#### Answer:

The interviewer could be asking you this question for a number of reasons. Obviously, the salary is an important factor to your interest in this job, but it should not be the overriding reason for your interest. A good answer to this question is, "The salary was very attractive, but the job itself is what was most attractive to me."

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## Question # 35

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 In Jubilee Life.

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#### Question #36

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 #37

How many basketballs would fit in this room?

#### Answer:-

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

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### Question #38

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 #39

How do you handle conflicts with people you supervise?

## Answer:-

At first place, you try to avoid conflicts if you can. But once it happens and there's no way to avoid it, you try to understand the point of view of the other person and find the solution good for everyone. But you always keep the authority of your position.

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## Question # 40

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

#### Answer:-

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

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### Question # 41

What does success mean to you?

#### Answer:

I am punctual, I always have excellent attendance on any job In Jubilee Life, 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 # 42

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 In Jubilee Life. 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 #43

What are three positive character traits you don't have?

#### Answer:-

List three attributes that you aspire to attain / build in the next few years - and then explain how you would develop those.

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#### Question # 44

How do you continue learning on a daily basis? Why is continuous improvement necessary In Jubilee Life?

#### Answer-

You can learn on the job, through books and magazines, through social networks, blogs, seminars, mentors and so on. Continuous improvement is important because the one thing in life that is constant is change. And you have to continue to push yourself day in and day out to be the best.

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#### Question # 45

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.

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#### Question # 46

How open are you to relocation?

#### Answer-

If you're not, then say you're not. Don't lie about it just to get the job. There's no point if you won't move for the job anyway and lying is unethical. If you are open to relocation In Jubilee Life, let them know which areas you'd be willing to relocate to.

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## Question # 47

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 # 48

What have you done to prepare yourself to be a supervisor?

### Answer:-

- 1. Learn from current supervisors (best practices)
- 2. Mentor others
- 3. Be exceptionally good at your current job so that it builds your credibility
- 4. Have a high emotional IQ

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#### Question # 49

Why do you feel you will excel at rhis job?

## Answer:-

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

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

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## Question #50

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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## Question # 51



What would you do if our competitor offered you a position In Jubilee Life?

#### Answer:

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

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#### Question # 52

What would your first 30, 60, or 90 days look like in this role In Jubilee Life?

#### Answer-

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

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### Question #53

Why should the we hire you as this position In Jubilee Life?

#### 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 # 54

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 # 55

How do you handle stressful situations?

#### Answer:

By remaining calm, weighing out all my options and executing a plan to get the situation resolve.

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## Question # 56

What do you expect to be earning in 5 years In Jubilee Life?

#### 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 #57

Do you have any question regarding this job In Jubilee Life?

### Answer:-

Never ask Salary, perks, leave, place of posting, etc. regarded questions. Try to ask more about the company to show how early you can make a contribution to your organization like. "Sir, with your kind permission I would like to know more about induction and developmental programs?" OR Sir, I would like to have my feedback, so that I can analyze and improve my strengths and rectify my shortcomings.

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#### Question # 58

Tell me about the last time you had to work with someone inside or outside of your department to accomplish a goal?

#### Answer:

Show that you were communicative with that person and that you were able to collaborate effectively in sharing ideas and work tasks. They want to see that you can be a team player.

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## Question # 59

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 # 60

What problems have you encountered at work?

#### Answer-

Wow, do we have problems! Where do I begin? Well, most of the problems are internal, just people not working well with each other. I have one person on our team who is a real problem, but it seems like management is afraid to do anything about it. So we all end up having to do extra work to cover for this person, who just doesn't work. We all say that he's retired in place. I think he's just holding on until retirement in a couple years. But he's a real problem. I complain about it--a lot--but nothing ever seems to get done. I've even written negative reviews about the person, hoping he will get canned, but it doesn't happen. I can't wait for him to retire.

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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

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

#### Answer:-

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

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#### Question # 63

Do you have good computer skills?

#### Answer:-

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

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#### Question #64

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

#### Answer:-

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 # 65

What is your desired salary In Jubilee Life?

#### 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 # 66

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 # 67

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 # 68

How would you go about establishing your credibility quickly In Jubilee Life 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 #69

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 # 70

Why do you want to work In Jubilee Life 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 #71

How much time do you need to join the organization In Jubilee Life?

#### Answer-

You should be able to join it right away, barring plans you've already made (family travel, vacation, other obligations). The key is to simply be open in communication of what's already committed on your schedule. Most companies are accommodating. If they are not, weight the importance of joining that company vs. your plans.

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#### Question #72

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 # 73

When was the last time something upset you at work? What did you do?

#### Answer:

Almost everyone has an emotional moment related to work at some point - you're not alone. The key is to learn why you reacted that way and to focus not on the problem but HOW to resolve it. Another key component is to be aware of your emotional response so that you can learn to control it in the future in a calm way.

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## Question # 74

What techniques and tools do you use to keep yourself organized In Jubilee Life?

#### 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 # 75

What's a time you exercised leadership?

## Answer:-

Depending on what's more important for the role, you'll want to choose an example that showcases your project management skills (spearheading a project from end to end, juggling multiple moving parts) or one that shows your ability to confidently and effectively rally a team. And remember: "The best stories include enough detail to be believable and memorable,". Show how you were a leader in this situation and how it represents your overall leadership experience and potential.

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## Question # 76

What are your salary expectations In Jubilee Life?

#### Answer:

This question is like a loaded gun, tricky and dangerous if you're not sure what you are doing. It's not uncommon for people to end up talking salary before really selling their skills, but knowledge is power as this is a negotiation after all. Again, this is an area where doing your research will be helpful as you will have an understanding of average salary.

One approach is asking the interviewer about the salary range, but to avoid the question entirely, you can respond that money isn't a key factor and you're goal is to



advance in your career. However, if you have a minimum figure in mind and you believe you're able to get it, you may find it worth trying.

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## **Insurance Most Popular Interview Topics.**

- 1 : <u>Health Insurance Specialist Frequently Asked Interview Questions and Answers Guide.</u>
- 2 : Insurance Cold Calling Frequently Asked Interview Questions and Answers Guide.
- 3: <u>Insurance Sales Frequently Asked Interview Questions and Answers Guide.</u>
- 4 : <u>Insurance Consultant Frequently Asked Interview Questions and Answers Guide.</u>
- 5: Insurance Auditor Frequently Asked Interview Questions and Answers Guide.
- 6: Insurance Verifier Frequently Asked Interview Questions and Answers Guide.
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