

# Matron Interview Questions And Answers Guide.



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## Matron Job Interview Preparation Guide.

### Question # 1

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 # 2

What did you like least about your last (or current) job As Matron?

#### Answer:-

Don't vent or focus on the negative with brutally honest answers such as "My boss was a jerk," or "The company culture was too politically correct," or "They just weren't giving me the opportunity to take my career to the next level." Instead, keep the emphasis on the positive, even though there are sure to be things you weren't happy about.

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### Question # 3

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 # 4

How do you stay organized?

#### Answer:-

By maintaining proper routine every day. Putting my strongest points with my weakness. High priority always comes first As Matron.

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### Question # 5

What qualities do you look for in a boss?

#### Answer:-

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 # 6

How do you keep others informed on work issues?

#### Answer:-

Possible methods:

Talking to them, emailing them, sharing best practices in meetings

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### Question # 7

How did you handle meeting a tight deadline As Matron?

**Answer:-**

Review every deadline you need to meet. Prioritize your projects by deadline and factor in how important each project is. Record your deadlines on a digital calendar or spreadsheet.

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**Question # 8**

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 # 9**

Tell me about a decision you made recently and how you reached it As Matron?

**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 # 10**

What can you offer me that another person can't?

**Answer:-**

This is when you talk about your record of getting things done. Go into specifics from your resume and portfolio; show an employer your value and how you'd be an asset.

You have to say, "I'm the best person for the job As Matron. I know there are other candidates who could fill this position, but my passion for excellence sets me apart from the pack. I am committed to always producing the best results. For example..."

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**Question # 11**

What are the goals you've set for yourself?

**Answer:-**

You could discuss your goals with regards to these categories: Career goals, impact you want to leave on society, financial goals, academic goals, charitable goals.

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**Question # 12**

How do you handle confidentiality in your work?

**Answer:-**

Often, interviewers will ask questions to find out the level of technical knowledge As Matron that a candidate has concerning the duties of a care assistant. In a question such as this, there is an opportunity to demonstrate professional knowledge and awareness. The confidentiality of a person's medical records is an important factor for a care assistant to bear in mind.

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**Question # 13**

Describe what a "lot of work" looks like to you As Matron?

**Answer:-**

Ideally you'd like to state that you can take on a lot of work - this shows your work ethic, but at the same time it's okay to tell them that you value work and life balance.

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**Question # 14**

Tell me about a time you failed?

**Answer:-**

Everyone has failed, so don't play dumb or claim you've never messed up As Matron. 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 # 15**

Describe your work ethic?

**Answer:-**

While discussing this, be sure to stress specific examples of what you bring to the company. Good qualities include resolve to fulfill job responsibilities, optimism, and a desire to be as efficient as possible while at work.

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### **Question # 16**

What do you expect from this job As Matron?

#### **Answer:-**

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

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### **Question # 17**

Tell me about a time you had to fire a friend?

#### **Answer:-**

Hopefully you've never had to do this, but if you did, talk about how hard it was personally to fire anyone but that you did it objectively.

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### **Question # 18**

Would you like doing repetitive work?

#### **Answer:-**

Why not, I am not only doing a repetitive work but also earning but also getting a good salary by the company As Matron. And second thing is that nothing is interesting in the life till we are not interested.

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### **Question # 19**

Do you have any blind spots?

#### **Answer:-**

This question is often meant to trick candidates since acknowledgment of blind spots would indicate they were aware of them. Also, do not disclose bad habits or other personal concerns. Let the interviewer find out about your personal flaws through the course of the interview without directly stating these flaws.

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### **Question # 20**

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 # 21**

What education or training have you had that makes you fit for this profession As Matron?

#### **Answer:-**

This would be the first question asked in any interview. Therefore, it is important that you give a proper reply to the question regarding your education. You should have all the documents and certificates pertaining to your education and/or training, although time may not allow the interviewer to review all of them.

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### **Question # 22**

How do you think you might fit this position As Matron?

#### **Answer:-**

An important part of research before the interview is what the company does and how the job role relates to that. This includes the company philosophy and working methods. Questions such as this seek to find out how a candidate will fit into the organisation As Matron. Answer positively; including practical examples of how you anticipate you would perform in the new role.

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### **Question # 23**

Why are you leaving the present company?

#### **Answer:-**

According to me we can not grow in the field without taking more responsibilities and risks and also we can't enhance our team leading capabilities, managerial skills without expose to wide range of people.

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### **Question # 24**

What are some of the things that you and your supervisor disagree upon and how do you resolve them? What do you do when you are pressed for a decision?

#### **Answer:-**

The key is that you openly communicate your thoughts to your supervisor to explain your position and try to come to a mutual decision together. Also be sure to listen to his/her thoughts so that you can potentially compromise. When you're pressed for a decision, make sure you've put thought into the reasons as to how you arrived at it and then decisively make it.

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### **Question # 25**

What are your thoughts on failure?

#### **Answer:-**

Failure happens. It's a part of life. The key is understanding that you can't be perfect at everything and more importantly you're going to learn from failures to come out stronger.

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### **Question # 26**

What is the most important quality a supervisor should have?

#### **Answer:-**

The ability to inspire / lead a team towards one common vision.

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### **Question # 27**

What are your presentation skills like As Matron?

#### **Answer:-**

Make sure you share a story that demonstrates your presentation skills in front of many people. If you are really brave, offer to give a snippet of that presentation to the interviewer. This will definitely be different from what most people do.

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### **Question # 28**

What classes did you enjoy most in college and why?

#### **Answer:-**

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

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### **Question # 29**

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 # 30**

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 # 31**

How would you describe your approach to Matron?

#### **Answer:-**

In more general terms, a question such as this gives a candidate the opportunity to talk about their professional philosophy and skills. While the question is general in nature, the best answers are usually quite specific, picking one or two points and exemplifying them with instances from personal history.

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### **Question # 32**

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 # 33**

Where do you see yourself in five years As Matron?

#### **Answer:-**

If asked this question, be honest and specific about your future goals, but consider this:

A hiring manager wants to know

\* a) if you've set realistic expectations for your career,

\* b) if you have ambition (a.k.a., this interview isn't the first time you're considering the question), and



## Matron Interview Questions And Answers

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\* c) if the position aligns with your goals and growth. Your best bet is to think realistically about where this position could take you and answer along those lines. And if the position isn't necessarily a one-way ticket to your aspirations?  
It's OK to say that you're not quite sure what the future holds, but that you see this experience playing an important role in helping you make that decision.

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### **Question # 34**

What do you like to do outside of work?

#### **Answer:-**

Interviewers ask personal questions in an interview to "see if candidates will fit in with the culture [and] give them the opportunity to open up and display their personality, too." In other words, if someone asks about your hobbies outside of work, it's totally OK to open up and share what really makes you tick. (Do keep it semi-professional, though: Saying you like to have a few beers at the local hot spot on Saturday night is fine. Telling them that Monday is usually a rough day for you because you're always hungover is not.)

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### **Question # 35**

How do you continue learning on a daily basis? Why is continuous improvement necessary As Matron?

#### **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 # 36**

What are you most proud of?

#### **Answer:-**

You should be proud of all your achievements As Matron! We just don't have time to hear them all as interviewers most likely. Focus on 1 really good achievement that showcases characteristics like the following: Integrity, competitiveness, resourcefulness, intelligence, persistence, and so forth.

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### **Question # 37**

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 # 38**

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 # 39**

Describe your vision of your perfect dream job?

#### **Answer:-**

Ideally, the role you're applying for either is that dream job or will help you get to it. If it's going to help you get there, describe the elements of that job role that you are passionate about so that it ties to the vision of what your dream job is. Be honest and talk about the type of work environment, management team / leadership, coworkers, culture, vision and products/services you'd like your dream job to entail.

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### **Question # 40**

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 # 41**

How would your former employer describe you?

#### **Answer:-**

In all likelihood, the interviewer will actually speak with your former employer so honesty is key. Answer as confidently and positively as possible and list all of the positive things your past employer would recognize about you. Do not make the mistake of simply saying you are responsible, organized, and dependable. Instead, include traits that are directly related to your work as a medical assistant, such as the ability to handle stressful situations and difficult patients, the way you kept meticulous records, and more.



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### **Question # 42**

In what areas do you think you will need guidance?

**Answer:-**

Think about what you need to learn going into the job. Skill sets, industry knowledge, relationship building, team dynamics. Which areas are ones you're lacking?

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### **Question # 43**

How have you shown yourself to be a leader?

**Answer:-**

Think about a time where you've rallied a group of people around a cause / idea / initiative and successfully implemented it. It could be a small or large project but the key is you want to demonstrate how you were able to lead others to work for a common cause.

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### **Question # 44**

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 # 45**

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 # 46**

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 # 47**

Rate yourself on a scale of 10?

**Answer:-**

If you truly believe you're a 10, you better be able to explain why with examples / stories. If you believe you're a great contributor and have room to grow, say 8 or 9. If you're below that, explain what you would do to improve yourself to get the ranking you believe you can be.

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### **Question # 48**

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 # 49**

What techniques and tools do you use to keep yourself organized As Matron?

**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 # 50**

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 # 51**

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 # 52**

How do you plan to go by an example for your subordinates?

#### **Answer:-**

Sticking to the rules by yourself, working hard and not mind participating on basic tasks is a good answer.

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### **Question # 53**

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 # 54**

How much do you expect to get paid As Matron?

#### **Answer:-**

For this be prepared and research salary to find out what similar positions are paying in your area before you go to the interview. Try to find this information out before giving your salary expectations. You can and should provide a range instead of an exact number. But again, don't say any numbers you're not comfortable with because if the employer offers you a salary at the lowest end of your range, you don't have much to negotiate with when it comes to getting a higher salary.

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### **Question # 55**

Explain an idea that you have had and have then implemented in practice?

#### **Answer:-**

Often an interview guide will outline the so-called 'STAR' approach for answering such questions; Structure the answer as a situation, task, action, and result: what the context was, what you needed to achieve, what you did, and what the outcome was as a result of your actions.

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### **Question # 56**

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 # 57**

Why do you want to work As Matron 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 # 58**

What aspect of supervision do you find the most difficult?

#### **Answer:-**

Managing different personalities and keeping them focused on the goal at hand.

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### **Question # 59**

Give me an example of when you competed hard and won?

#### **Answer:-**

You can reference many different areas here when discussing a story of where you won in competition: Work experience (ideal), sports, clubs, classes, projects.





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### **Question # 60**

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 # 61**

Explain me about your experience working in this field As Matron?

#### **Answer:-**

I am dedicated, hardworking and great team player for the common goal of the company I work with. I am fast learner and quickly adopt to fast pace and dynamic area. I am well organized, detail oriented and punctual person.

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### **Question # 62**

What types of personalities do you work with best?

#### **Answer:-**

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

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### **Question # 63**

Describe a typical work week for this position As Matron?

#### **Answer:-**

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

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### **Question # 64**

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 # 65**

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 # 66**

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 # 67**

How would you motivate your team members to produce the best possible results?

#### **Answer:-**

Trying to create competitive atmosphere, trying to motivate the team as a whole, organizing team building activities, building good relationships amongst people.

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