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# Monotype Setter Job Interview Preparation Guide.

### Question #1

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 As Monotype Setter, such as your strong work ethic or your willingness to pitch in on other projects when needed.

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### Question # 2

Tell me about yourself?

# Answer:-

There are some questions that your potential employer aren't allowed to ask (but trust me, they probably want to). For instance, they shouldn't really ask about your family or how far away you live from your potential place of employment. If you can find a way to answer these questions anyway (with the answers they want to hear), that will give them a little added info to help them make the (right) decision!

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# Question # 3

What is your greatest strength As Monotype Setter?

# Answer:-

This is your time to shine. Just remember the interviewer is looking for work related strengths As Monotype Setter. Mention a number of them such as being a good motivator, problem solver, performing well under pressure, being loyal, having a positive attitude, eager to learn, taking initiative, and attention to detail. Whichever you go for, be prepared to give examples that illustrate this particular skill.

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# Question # 4

Where do you see your career in five years As Monotype Setter?

# Answer:-

I would like to retire from this company. I would like to make a difference in the company whether in the company or any other position or area of the company As Monotype Setter.

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# Question # 5

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 Monotype Setter. And second thing is that nothing is interesting in the life till we are not interested.

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# Question # 6

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 As Monotype Setter.

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### Question #7

Did you get on well with your last manager?

### Answer:

A dreaded question for many! When answering this question never give a negative answer. "I did not get on with my manager" or "The management did not run the business well" will show you in a negative light and reduce your chance of a job offer. Answer the question positively, emphasizing that you have been looking for a career progression. Start by telling the interviewer what you gained from your last job As Monotype Setter

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# Question #8

Explain a time when you did not get along with your coworker?

### Answer:-

I used to lock heads with a fellows. We disagreed over a lot of things - from the care of civilians to who got what shifts to how to speak with a victim's family. Our personalities just didn't mesh. After three months of arguing, I pulled her aside and asked her to lunch. At lunch, we talked about our differences and why we weren't getting along. It turns out, it was all about communication. We communicated differently and once we knew that, we began to work well together. I really believe that talking a problem through with someone can help solve any issue.

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### Question #9

How do you deal with conflict in the workplace As Monotype Setter?

### 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.

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- \* 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 # 10

How do you imagine a typical day of an employee in our company As Monotype Setter?

# Answer:-

Just do not say that you imagine to only walk and watch what people do. Rather try to show them your attention to details and proactive attitude to job. Mention that you would try to observe the problems, weaknesses as well as opportunities to improve the results and take measures according to it.

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# Question # 11

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 # 12

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 # 13

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 # 14

Suppose there are three light switches outside a room. Inside is a single light bulb, controlled by one of the three switches. You need to determine which switch operates the bulb. You can turn the switches on and off as many times as you wish (they are all off to begin with), but may only enter the room once. There is no one



there to help you. The door to the room is closed, and there are no windows, so you cannot see inside. How can you discover which switch operates the bulb?

### Answer:-

Do the following steps:

- \* 1. Turn ON two switches, and leave one OFF.
- \* 2. Wait a few minutes.
- \* 3. Turn one switch from ON to OFF. One is now ON and two are OFF
- \* 4. Enter the room. If the light is ON, it is controlled by the switch you left ON. If the light bulb is OFF, touch it. If it is warm it is controlled by the switch you turned ON and OFF. If it is cold, it is controlled by the switch you never turned on.

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### Question #15

If you look at a clock and the time is 3:15, what's the angle between the hour and the minute hands?

### Answer:-

Usually, if the answer to a brainteaser seems too easy, chances are the answer's wrong. And in this case, the answer is not zero degrees. The hour hand, remember, moves as well. That is, in addition to the minute hand. And so, at 3:15, the hour hand and the minute hand are not on top of each other. In fact, the hour hand has moved a quarter of the way between the 3 and 4. This means it's moved a quarter of 30 degrees (360 degrees divided by 12 equals 30). So the answer, to be exact, is seven and a half degrees (30 divided by four).

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# Question # 16

If you were an animal, which one would you want to be?

### Answer-

Seemingly random personality-test type questions like these come up in interviews generally because hiring managers want to see how you can think on your feet. There's no wrong answer here, but you'll immediately gain bonus points if your answer helps you share your strengths or personality or connect with the hiring manager. Pro tip: Come up with a stalling tactic to buy yourself some thinking time, such as saying, "Now, that is a great question. I think I would have to say..."

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### Question # 17

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 Monotype Setter?" 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 # 18

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 # 19

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 # 20

Explain an occasion when you had to adapt in the face of a difficult situation?

# Answer:

One of the most useful interview tactics is to remain positive about your work and achievements. This question lets the candidate draw on their own personal history to show how they have been positive and successful in the face of difficulties. Choose a specific occasion to describe, rather than dealing with generic platitudes.

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# Question # 21

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 # 22

How would your friends describe you?

### Answer-

My friends would probably say that I'm extremely persistent - I've never been afraid to keep going back until I get what I want. When I worked as a program developer, recruiting keynote speakers for a major tech conference, I got one rejection after another - this was just the nature of the job. But I really wanted the big players - so I wouldn't take no for an answer. I kept going back to them every time there was a new company on board, or some new value proposition. Eventually, many of them actually said "yes" - the program turned out to be so great that we doubled our attendees from the year before. A lot of people might have given up after the first rejection, but it's just not in my nature. If I know something is possible, I have to keep trying until I get it.

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### Question # 23

Tell me something about your family background?

### Answer-

First, always feel proud while discussing about your family background. Just simple share the details with the things that how they influenced you to work in an airline field.

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### Question # 24

What are three positive things your last boss would say about you?

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It's time to pull out your old performance appraisals and boss's quotes. This is a great way to brag about yourself through someone else's words: "My boss has told me that I am the best designer he has ever had. He knows he can rely on me, and he likes my sense of humor."

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### Question # 25

What are your salary expectations As Monotype Setter?

### 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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# Question # 26

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.

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# Question # 27

What is your greatest weakness As Monotype Setter? What are you doing to improve it?

# Answer:

I believe my biggest weakness As Monotype Setter is wanting to help anyone I can help. What I mean is I am willing to take on task that are not my job. I want to learn all I can. However, that has helped me get promoted or even asked to help in times of need in other department. I have been know as the "go to person" when help is needed.

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# Question # 28

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 # 29

Why do you want to work As Monotype Setter 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 #30

Why should the we hire you as this position As Monotype Setter?

### 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 # 31

Give an example of a time you successfully worked As Monotype Setter on a team?

### Answer-

On the whole I prefer to stick to doing what I'm told rather than setting myself up to fail by doing things off my own bat. But there was this one time when I suggested to my boss at the pizza parlor that she try offering an 'all you can eat' deal to students to boost trade on Mondays. She thought it was an interesting idea but nothing ever came of it.

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### Question #32

What features of your previous jobs have you disliked?

### Answer-

It's easy to talk about what you liked about your job in an interview, but you need to be careful when responding to questions about the downsides of your last position. When you're asked at a job interview about what you didn't like about your previous job, try not to be too negative. You don't want the interviewer to think that you'll speak negatively about this job or the company should you eventually decide to move on after they have hired you.

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### Question #33

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 # 34

Why did you leave your last job As Monotype Setter?

# 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 # 35

What relevant work experience do you have in this career field As Monotype Setter?

# Answer:-

Talk about specific work related experience for the position you're interviewing for. Make sure the experience is relevant. Don't talk about previous experience that is not related to the position in question. If you don't have specific career related experience speak about prior experience that has helped you develop the specific knowledge and skills required for the position you are applying for.

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# Question # 36

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 #37

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 #38

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 # 39

How do you propose to compensate for your lack of experience?

### Answer.

The first thing you should do is discuss experience you have the interviewer is unfamiliar with. Once that is detailed, tell the person conducting the interview that you are able to learn new tasks and information in a reasonable period of time and possess a strong work ethic. However, only state this if you can live up to these expectations.

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### Question # 40

Tell me about a time when you helped resolve a dispute between others?

### Answer-

Be sure to discuss a very specific example. Tell the interviewer what methods you used to solve the problem without focusing on the details of the problem.

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### Question # 41

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 # 42

Tell me about the most fun you have had on the job?

# Answer:-

When answering this question, discuss situations where you completed tasks benefitting your previous employers.

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# Question # 43

Top 12 Stress Based Interview Questions As Monotype Setter:

# Answer:-

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

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

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

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# Question # 44

You are not given the tools you need to be successful. How would you change that As Monotype Setter?

# 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 # 45

Give me a specific example of a time when you had to conform to a policy with which you did not agree?



### Answer:-

You want to first understand why the policy was put into effect. From there, if you truly disagree with it, explain your position to your management. If they don't change it, then you must accept their decision and continue to work or the alternative decision would be to find a new job.

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### Question # 46

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 # 47

How have you achieved your success?

### Answer:-

Discuss stories of how you've progressed over the years to achieve success. People relate best to stories.

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### Question # 48

What types of books or magazines do you typically read?

### Answer.

Describe both your personal and professional favorites. If you happen to like professional books / magazines that relate to the industry of the company you're applying for - that's definitely worth highlighting.

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### Question # 49

What differentiates this company from other competitors?

### Answer:

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

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# Question #50

Why are you the best fit for this job As Monotype Setter?

# Answer:

Analyze the job responsibilities and match those to your skills sets. Then discuss how your experience and skills sets can truly create the best impact to the company in that specific job role. Impact could mean marketing impressions, sales, cutting costs, making products more efficiently, creating better customer service, engineering new designs that create customer excitement, etc.

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# Question # 51

Have you ever been fired and if yes, why?

# Answer:

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

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# Question # 52

How would you define success?

# Answer:

Success is defined differently for everybody. Just make sure the parameters are defined by you with regards to work life balance, financial gain, career growth, achievements, creating meaningful work / products and so forth. If you can clearly articulate what it means to you that is a strong answer.

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# Question #53

What would you like to have accomplished by the end of your career?

# Answer:

Think of 3 major achievements that you'd like to accomplish in your job when all is said and done - and think BIG. You want to show you expect to be a major contributor at the company. It could be creating a revolutionary new product, it could be implementing a new effective way of marketing, etc.

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# Question # 54

What do you expect to be earning in 5 years As Monotype Setter?



### 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 #55

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 Monotype Setter. 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 #56

Was there a person in your career who really made a difference?

### Answer:-

If you can't think of one, you need to get a mentor QUICKLY! Mentors can come in the form of peers, family members, co-workers, management / leaders at a company and so on.

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# Question # 57

Do you think a leader should be feared or liked?

### Answer:-

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

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### Question # 58

What is the difference between a big ego and a healthy ego?

### Answer:

"Ego" should be replaced by confidence. It's good to be confident as it shows that you know what you're doing. However, a big ego is when confidence spirals out of control and you become arrogant.

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# Question #59

How do you decide what to delegate and to whom?

# Answer:-

Identify the strengths of your team members and their availability based on the priorities they have on their plate. From there, invest the tasks upon each member based on where you think you'll get the best return.

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# Question # 60

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 # 61

Are you aggressive?

# Answer:-

If you are, describe it through a story / experience that you had. If you aren't, then explain why you're not. If the job role asks for you to be aggressive/not aggressive and you're the opposite of it, explain how you would develop that characteristic.

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# Question #62

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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