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# Personal Business Adviser Job Interview Preparation Guide.

### Question #1

Can you tell us a little about yourself?

#### Answer:-

This question seems simple, so many people fail to prepare for it, but it's crucial. Here's the deal: Don't give your complete employment (or personal) history. Instead give a pitch-one that's concise and compelling and that shows exactly why you're the right fit for the job. Start off with the 2-3 specific accomplishments or experiences that you most want the interviewer to know about, then wrap up talking about how that prior experience has positioned you for this specific role.

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#### Question # 2

Where do you see yourself in five years as Personal Business Adviser?

#### 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 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 # 3

Explain me what is your ideal working environment?

# Answer:-

Describe your ideal working environment. Do you like flexibility with work hours? Do you like working in a cubicle or independently? Do you like to be micro managed or empowered? Do you like to work on your own or in a team? Do you like being driven by metrics in your role? How much responsibility do you want?

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# Question # 4

Can you tell me will you be out to take my job?

# Answer:

Maybe in about twenty years, but by then, I suspect you'll be running the entire company and will need a good, loyal lieutenant to help you manage this department!

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# Question # 5

Can you tell us what's your ideal working environment?

# Answer:-

Say that you enjoy working in a team environment. Describe the environment in such a way as it sounds similar to the work environment you believe the company has adopted.

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# Question # 6

Can you tell me what's your dream job?

# Answer:-

Along similar lines, the interviewer wants to uncover whether this position is really in line with your ultimate career goals. While "an NBA star" might get you a few laughs, a better bet is to talk about your goals and ambitions-and why this job will get you closer to them.

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# Question #7



Tell us how did you hear about the position?

#### Answer:

Another seemingly innocuous interview question, this is actually a perfect opportunity to stand out and show your passion for and connection to the company. For example, if you found out about the gig through a friend or professional contact, name drop that person, then share why you were so excited about it. If you discovered the company through an event or article, share that. Even if you found the listing through a random job board, share what, specifically, caught your eye about the role.

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# Question #8

Tell us 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 #9

Can you please explain how do you go about selling unpopular ideas to people?

#### Answer.

Say that you focus on the positive aspects of the idea and explain why it will eventually benefit everybody. Ideas may be unpopular but their outcomes are often welcomed once people understand better what is being proposed.

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#### Question # 10

Can you please explain about a challenge or conflict you've faced at work, and how you dealt with it?

#### Answer:

In asking this interview question, "your interviewer wants to get a sense of how you will respond to conflict. Anyone can seem nice and pleasant in a job interview, but what will happen if you're hired and Gladys in Compliance starts getting in your face?. Again, you'll want to use the S-T-A-R method, being sure to focus on how you handled the situation professionally and productively, and ideally closing with a happy ending, like how you came to a resolution or compromise.

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#### Question #11

Tell me why do you want this job as Personal Business Adviser?

# Answer:-

Again, companies want to hire people who are passionate about the job, so you should have a great answer about why you want the position. (And if you don't? You probably should apply elsewhere.) First, identify a couple of key factors that make the role a great fit for you (e.g., "I love customer support because I love the constant human interaction and the satisfaction that comes from helping someone solve a problem"), then share why you love the company (e.g., "I've always been passionate about education, and I think you guys are doing great things, so I want to be a part of it").

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# Question # 12

Tell us what are three positive characteristics you wish you had?

# Answer:

The key here is to be honest about your wish list but then to describe how you plan on developing or growing those characteristics so that it becomes a reality. For example, I wish I had a stronger work ethic and I am reading a book right now about how to instill a better discipline around getting work done efficiently.

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# Question #13

Tell us from your resume, it looks like you were fired twice. How did that make you feel?

# Answer:-

After I recuperated from the shock both times, it made me feel stronger. It's true that I was fired twice, but I managed to bounce back both times and land jobs that gave me more responsibility, paid me more money, and were at better firms.

The morale here is very high. I've been exposed to the "seamy underbelly" of this business, but I'm still passionate about working in it.

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# Question # 14

Please explain what do you enjoy most/least about teamwork?

# Answer:-

Teamwork is central to most roles today; few people work in isolation. Answer that you like seeing how a group of people with a wide skill set can work together to achieve results not possible by any individual.

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# Question # 15

Tell me example of a time when you had to sell an unpopular idea to someone?

# Answer:-



If you have an example from work experience this is ideal, however, do not be concerned if you do not. You could give an example from your private life, such as persuading a friend or family member to get involved with something they were not really interested in. Good sales skills are transferable to life.

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#### Question # 16

Tell us why should we hire you as Personal Business Adviser?

#### Answer:

This interview question seems forward (not to mention intimidating!), but if you're asked it, you're in luck: There's no better setup for you to sell yourself and your skills to the hiring manager. Your job here is to craft an answer that covers three things: that you can not only do the work, you can deliver great results; that you'll really fit in with the team and culture; and that you'd be a better hire than any of the other candidates.

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#### Question #17

Tell me you have changed careers before. Why should I let you experiment on my nickel?

#### Answer:-

As a career-changer, I believe that I'm a better employee because I've gained a lot of diverse skills from moving around. These skills help me solve problems creatively.

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#### Question # 18

Can you tell me what is your biggest weakness that's really a weakness, and not a secret strength?

#### Answer:-

I am extremely impatient. I expect my employees to prove themselves on the very first assignment. If they fail, my tendency is to stop delegating to them and start doing everything myself.

To compensate for my own weakness, however, I have started to really prep my people on exactly what will be expected of them.

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# Question # 19

Tell us how would you identify a new market to enter?

#### Answer:

Analysis of sales data should help to identify possible new markets. This would be followed up with some market research.

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# Question # 20

Tell us what do you know about the company?

# Answer:-

Any candidate can read and regurgitate the company's "About" page. So, when interviewers ask this, they aren't necessarily trying to gauge whether you understand the mission-they want to know whether you care about it. Start with one line that shows you understand the company's goals, using a couple key words and phrases from the website, but then go on to make it personal. Say, "I'm personally drawn to this mission because..." or "I really believe in this approach because..." and share a personal example or two.

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# Question # 21

Can you tell us 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," says job search expert Alison Doyle. "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 # 22

Can you tell us why are you leaving your current job?

# Answer:-

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

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# Question # 23

What are your greatest professional strengths as Personal Business Adviser?

# Answer:-



When answering this question, interview coach Pamela Skillings recommends being accurate (share your true strengths, not those you think the interviewer wants to hear); relevant (choose your strengths that are most targeted to this particular position); and specific (for example, instead of "people skills," choose "persuasive communication" or "relationship building"). Then, follow up with an example of how you've demonstrated these traits in a professional setting.

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#### Question # 24

Please explain what is your greatest professional achievement?

#### Answer.

Nothing says "hire me" better than a track record of achieving amazing results in past jobs, so don't be shy when answering this interview question! A great way to do so is by using the S-T-A-R method: Set up the situation and the task that you were required to complete to provide the interviewer with background context (e.g., "In my last job as a junior analyst, it was my role to manage the invoicing process"), but spend the bulk of your time describing what you actually did (the action) and what you achieved (the result). For example, "In one month, I streamlined the process, which saved my group 10 man-hours each month and reduced errors on invoices by 25%."

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# Question # 25

Tell us what attracted you to this role as Personal Business Adviser?

#### Answer:-

To answer this you need to show a good understanding of the company and say that you are keen to be part of a dynamic team to help the company grow and develop. The aim of business development is to develop growth opportunities, so you must show a keen interest in working with their products and services.

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#### Question # 26

Can you tell us what are your lifelong dreams?

#### Answer:

If your dreams don't relate to the job closely, make sure you highlight aspects of the job that will help develop the skills that will help you with your dreams. Ideally, you want your dreams to relate strongly to the career path you're interviewing for though.

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#### Question # 27

Tell us what do you consider to be your weaknesses as Personal Business Adviser?

#### Answer:-

What your interviewer is really trying to do with this question-beyond identifying any major red flags-is to gauge your self-awareness and honesty. So, "I can't meet a deadline to save my life" is not an option-but neither is "Nothing! I'm perfect!" Strike a balance by thinking of something that you struggle with but that you're working to improve. For example, maybe you've never been strong at public speaking, but you've recently volunteered to run meetings to help you be more comfortable when addressing a crowd.

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# Question # 28

Can you tell me what motivates you in your work?

# Answer:-

Hitting targets and achieving goals is your main motivation. Say that you are motivated by the desire to do a great job and to help improve business.

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# Question # 29

Can you tell us why do you think you're good at sales?

# Answer:

If you have a proven track record in sales, say so and give some examples. Mention how you are a good listener, good at interpreting a person's motive and intention and that you feel confident in closing deals.

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# Question #30

Can you tell us why do you enjoy business development?

# Answer:-

Say that you feel that business development is the heart of a healthy business and it is extremely rewarding to see a business grow on the back of your decisions and actions

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# Question #31

General Personal Business Adviser Job Interview Questions:

# Answer:-

- \* Why do you want to work here?
- \* Having looked at our business, can you see any opportunities we're missing at all?
- \* What are your strengths/weaknesses?



- \* How did you prepare for this interview? \* Why did you leave your last role?
- \* Describe a situation in the past where you've had to improvise.
- \* Where do you see your career progressing to?
- \* What's your favourite book?
- \* What salary would you be looking for?

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# **Business and Economy Most Popular Interview Topics.**

- 1 : Accounts Receivable Frequently Asked Interview Questions and Answers Guide.
- 2: Economics Frequently Asked Interview Questions and Answers Guide.
- 3 : <u>Accounting General Frequently Asked Interview Questions and Answers Guide.</u>
- 4 : <u>Insurance Frequently Asked Interview Questions and Answers Guide.</u>
- 5 : General Ledger Frequently Asked Interview Questions and Answers Guide.
- 6: Customer Service Frequently Asked Interview Questions and Answers Guide.
- 7 : Chartered Accountant (CA) Frequently Asked Interview Questions and Answers Guide.
- 8 : <u>Taxation Frequently Asked Interview Questions and Answers Guide.</u>
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