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# **Quark Express Job Interview Preparation Guide.**

#### Question # 1

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 # 2

Name five characteristics that describe you?

## Answer:-

Here are a few you could choose from:

Hard working, strong willed, persistent, intelligent, adept, amicable, friendly, collaborative, eager, humble.

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## Question #3

Tell me about a time you failed?

## Answer:-

Everyone has failed, so don't play dumb or claim you've never messed up In Quark Express. 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 #4

What is your personal mission statement?

## Answer:-

Is it to conquer the world? Is it to become a CEO? Is it to give back to the community? Is it to inspire others? Define your statement by stating a clear vision of how you want to make an impact on the world with your work.

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## Question # 5

Give me an example of how you handled pressure at work In Quark Express?

## Answer-

The company is looking to see if you can handle pressure well. Share with them an example where you were able to stay calm during a pressure filled situation (perhaps it was a deadline, or there was an emergency with a customer occurring). Discuss the situation, your reaction and steps you took to resolve it and the outcome.

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## Question # 6

How long do you want to work for us if we hire you?

## Answer:

Here being specific is probably not the best approach. You may consider responding, "I hope a very long time." Or "As long as we're both happy with my performance."

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## Question #7

Your coworker highlights your mistakes in front of everyone, how do you handle the situation?



#### Answer:-

Admit to the mistake without being emotional, but then discuss how you are being proactive in getting it fixed. Lastly, pull the co-worker aside later on to tell them that you'd appreciate it if they gave you the feedback 1:1 first before throwing you under the bus.

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## Question #8

If you were interviewing someone for this position In Quark Express, what traits would you look for?

#### Answer:

This is where the interviewer tries to turn the tables on you. Answer confidently by stating 3 specific traits that are applicable to that job role. For example, a consulting job would likely look for someone who can think outside of the box.

After answering, ask them, "Am I spot on here and if not, what traits would you look for?"

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## Question #9

What is your greatest fear?

#### Answer:-

We all have fears. It's okay to discuss them. Just don't dive too deeply into them. Discuss how you would work to overcome your fears. You don't want to seem weak. You want to acknowledge it's out there but that you'll be able to work through it.

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#### Question # 10

What have you learned from mistakes on this 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 #11

Explain me what do you know about our company?

#### Answer:-

Bad Answer: They don't know much about the company. If a candidate is serious and enthusiastic, they should have done some basic research.

Good answer: An answer that shows they've really done their homework and know what the company does, any important current events that involve the company, and the work culture.

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## Question # 12

What relevant work experience do you have in this career field In Quark Express?

## 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 # 13

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 # 14

Describe a time when you put your needs aside to help a co-worker understand a task. How did you assist them? What was the result?

## Answer:-

The key is to show that the mentoring of a co-worker was first a higher priority than the task you had at hand (remember, you want to show that you focus on highest priority tasks first). Then, describe in detail how you helped them not only complete the task but learn to do it on their own. You want to teach them HOW to fish and not to simply fish for them.

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## Question # 15

If the company you worked for was doing something unethical or illegal, what would you do?

## Answer:

Report it to the leaders within the company. True leaders understand business ethics are important to the company's longevity

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#### Question # 16

What's the difference between good and exceptionally great?

#### Answer-

Being good is getting the job done as promised In Quark Express. Being great is delivering the work in an exceptional way that completely exceeds expectations.

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## Question # 17

What's your management style?

#### Answer:

The best managers are strong but flexible, and that's exactly what you want to show off in your answer. (Think something like, "While every situation and every team member requires a bit of a different strategy, I tend to approach my employee relationships as a coach...") Then, share a couple of your best managerial moments, like when you grew your team from five to 15 or coached an underperforming employee to become the company's top employee.

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## Question # 18

You are not given the tools you need to be successful. How would you change that In Quark Express?

#### 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 # 19

Describe a time when you anticipated potential problems and developed preventive measures?

#### Answer-

The key here is to show that you were proactive. How did you find out about the potential problems? How did you address it quickly?

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## Question # 20

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 Quark Express. 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 # 21

Do you work well on a team? How would you define teamwork?

## Answer:

I would define team work as getting the job done In Quark Express whether that means if I have to do more then the guy next to me as long as the work gets finished.

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## Question # 22

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 # 23

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 # 24

Why did you choose your major in college or tech school?

## Answer:

People usually choose their major based on their passions or the career path they want to head towards.

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## Question # 25

If selected for this position In Quark Express, can you describe your strategy for the first 90 days?



#### Answer:-

This depends on the job role. Make sure you break it down into

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## Question # 26

How would you describe your approach to Quark Express?

#### 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 # 27

What does success mean to you?

#### Answer:-

I am punctual, I always have excellent attendance on any job In Quark Express, 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 # 28

What are your personal skills which make you a candidate for the position In Quark Express?

#### Answer:-

The list of crucial character traits includes patience, tact, and poise, with personal and cultural sensitivity. One needs the ability to work long hours, with much walking and some physical tasks. But the most important trait of all is to love people and to have the desire to care for them.

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#### Question # 29

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 # 30

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 Quark Express.

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## Question #31

How would you be an asset to us In Quark Express?

## Answer:-

Think again about the job specification and the skills needed for this role In Quark Express. Have a paragraph prepared highlighting how you will be able to do the job and what you can bring to the team. It goes without saying that this paragraph should be positive.

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## Question #32

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 # 33

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 # 34



How important is a positive attitude to you?

#### Answer:

Incredibly important. I believe a positive attitude is the foundation of being successful - it's contagious in the workplace, with our customers, and ultimately it's the difference maker.

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## Question #35

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 #36

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 # 37

What are your thoughts on social media for this role?

#### Answer:-

Without a doubt, social media is becoming more and more pervasive in our jobs. You should stress that social media is not appropriate for personal use at work. However, if the company embraces social media in certain departments (for example marketing), then you may want to discuss how you could use it for work (as long as it applies to your role).

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## Question #38

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 #39

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 # 40

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 # 41

What kind of salary do you need In Quark Express?

## Answer:-

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

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## Question # 42

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 # 43

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 # 44

Tell me the difference between good and exceptional?

#### Answer:-

Good gets the job done on time and is high quality. Exceptional is a game changer - it stands out, it's creative, it's above and beyond expectations. Tell the interviewer a story about how you were exceptional.

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## Question # 45

How long will it take for you to make a significant contribution?

#### Answer:-

First define significant contribution - once you do that - lay out a timeline plan in which you think you can achieve that.

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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

What do you expect to be earning in 5 years In Quark Express?

## 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 # 48

Explain me about your experience working in this field In Quark Express?

## 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 # 49

Why should the we hire you as this position In Quark Express?

## 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 # 50

What do you think is your greatest weakness?

## Answer:

Don't say anything that could eliminate you from consideration for the job. For instance, "I'm slow in adapting to change" is not a wise answer, since change is par for the course in most work environments. Avoid calling attention to any weakness that's one of the critical qualities the hiring manager is looking for. And don't try the old "I'm a workaholic," or "I'm a perfectionist.

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## Question #51

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 # 52

Have you got any questions?

#### Answer:-

This is your final opportunity to persuade the interviewer that you are the right candidate for the job. Now is not the time to ask questions about holidays, pay or pensions - all these things can be asked later when you get an offer of employment. Now is the time to ask about any reservations that the interviewer may have about your suitability for the role. You will then give yourself one last chance to persuade the interviewer that you are the right candidate for the job.

Example Thank you. I think we have covered everything. Before we finish the interview I would like to take the opportunity to ask if you have any reservations about my suitability for this role?

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## Question #53

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 # 54

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 #55

How good are you at problem solving?

## Answer:-

Describe the problem first and then discuss how you were able to fix it.

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## Question #56

How have you changed in the last five years?

## Answer:

All in a nutshell. But I think I've attained a level of personal comfort in many ways and although I will change even more in the next 5-6 years I'm content with the past 6 and what has come of them.

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## Question #57

What were the responsibilities of your last position In Quark Express?

## Answer:-

If you want to show your ambition, you can discuss how you haven't reached all of your goals yet and in that sense aren't satisfied. However, if you want to discuss satisfaction from your job discuss an experience in which you achieved something.

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## Question # 58

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 # 59

Tell me one thing about yourself you wouldn't want me to know?

## Answer:

Talk about a trait that you would consider a weakness. No need to talk about your deepest darkest secrets here.

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## Question # 60

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 #61

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

#### Answer-

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

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- 1 : MS Excel Frequently Asked Interview Questions and Answers Guide.
- 2 : AutoCAD Frequently Asked Interview Questions and Answers Guide.
- 3: MS Office Frequently Asked Interview Questions and Answers Guide.
- 4: MATLAB Frequently Asked Interview Questions and Answers Guide.
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