MONSTER

7 Most Common Job Interview Questions & Answers



Get prepared with this printable interview prep cheat sheet.

Not sure what to say when an interviewer puts you on the spot? Use these seven common interview questions, sample answers, and quick tips to prepare. Personalize the examples with your own experience, skills, and accomplishments.

1 Tell me about yourself.

How to answer: Briefly summarize your relevant experience, highlight an accomplishment, and explain what you're looking for next.

Sample answer: I'm a customer service professional with four years of experience helping customers and improving support processes. Recently, I introduced a tracking system that reduced response times by 20%. I'm now looking for an opportunity to take on more responsibility and contribute to a customer-focused team.

2 Why do you want to work here?

How to answer: Mention something specific you've researched about the company and connect it to your skills or career goals.

Sample answer: Your company's focus on employee development caught my attention, especially your expanded training program. I enjoy helping others build their skills, and I'd love to bring my customer support experience to a team that values professional growth.

3 Why should we hire you?

How to answer: Highlight two or three qualifications that match the job description and support them with a specific achievement.

Sample answer: I bring strong organizational and problem-solving skills, along with experience improving team efficiency. In my previous role, I helped streamline our inventory process, reducing errors by 15%. I'm confident I could bring that same attention to detail to this position.

4 What are your greatest strengths?

How to answer: Choose one or two job-related strengths and explain how you've used them successfully.

Sample answer: One of my greatest strengths is organization. In my last position, I developed a shared tracking system to help our team manage overlapping deadlines. It made it easier to prioritize tasks and identify potential delays before they affected our projects.

5 What is your greatest weakness?

How to answer: Be honest about an area you're improving and explain the steps you're taking to address it.

Sample answer: I've sometimes waited too long to ask for help because I prefer solving problems independently. Now I set checkpoints for myself and reach out earlier when I need guidance. It's helped me work more efficiently and collaborate better with my team.

6 Why are you leaving your current job?

How to answer: Keep your response positive and focus on the opportunities you're looking for rather than complaints about your current employer.

Sample answer: I've gained valuable experience in customer relations and problem-solving, but I'm ready for a position where I can develop my leadership skills. This opportunity interests me because I'd be able to build on my experience while taking on new responsibilities.

7 Where do you see yourself in five years?

How to answer: Share realistic career goals and explain how the position could help you achieve them.

Sample answer: In five years, I'd like to have stronger leadership and project management skills and be taking on more responsibility. I'm particularly interested in mentoring newer employees and improving team processes while continuing to grow professionally.

Quick Interview Prep Checklist

- [ ] **Research the company**. Review its mission, products or services, and recent developments.
- [ ] **Practice your introduction**. Aim for 60–90 seconds when answering "Tell me about yourself."
- [ ] **Prepare real examples**. Use the STAR (situation, task, action, result) method to explain your accomplishments and experiences.
- [ ] **Review the job description**. Connect your answers to the employer's most important requirements.
- [ ] **Bring your own questions**. Prepare two or three thoughtful questions about the role, team, or company.

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