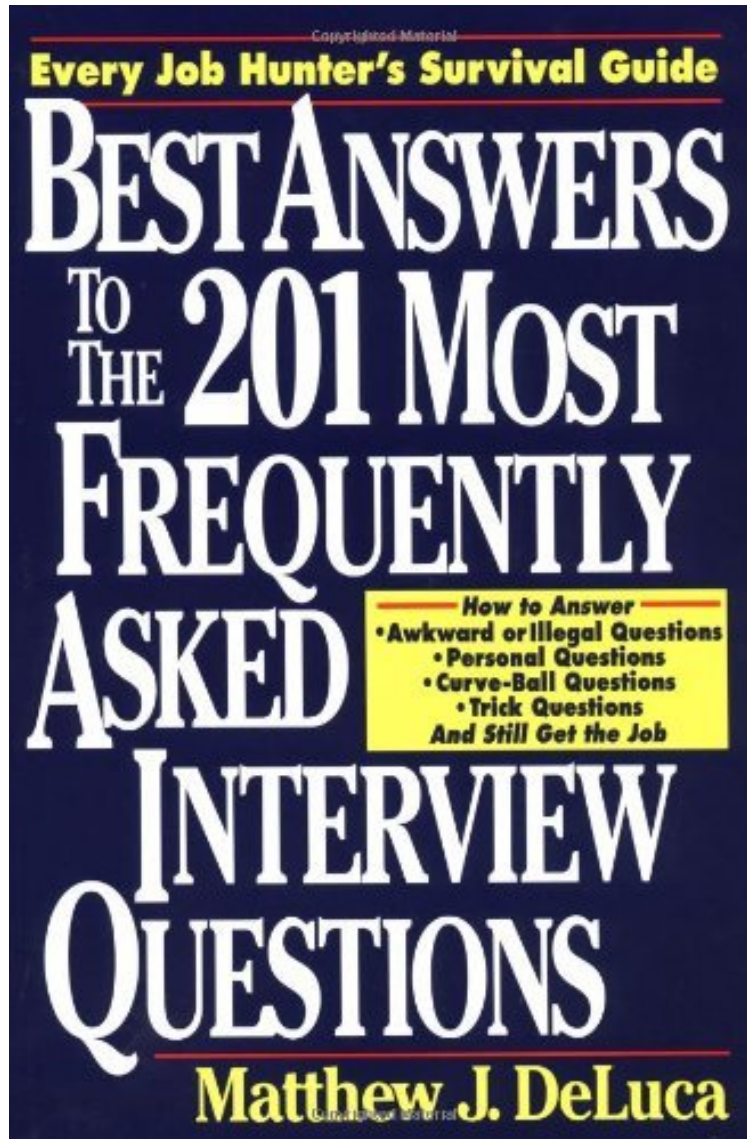


Best Answers to the 201 Most Frequently Asked Interview Questions

Matthew DeLuca

ePub | *DOC | audiobook | ebooks | Download PDF



DOWNLOAD



+

READ ONLINE

#580973 in eBooks 1996-09-22 1996-09-22 File Name: B000SEGJ30 | File size: 26.Mb

Matthew DeLuca : Best Answers to the 201 Most Frequently Asked Interview Questions before purchasing it in order to gauge whether or not it would be worth my time, and all praised Best Answers to the 201 Most Frequently Asked Interview Questions:

1 of 1 people found the following review helpful. This is a very useful book and it has a comprehensive list of questions ...By Prema Radhakrishnan This is a very useful book and it has a comprehensive list of questions that may be asked in an interview. The book covers a variety of different topics. It also gives suggestions on how to handle

tricky or potentially illegal questions. I got this book when I was right out of school and was new to interviewing. It was a great help to me as it helped me learn a lot about this process. However, I think this book will be useful to recent grads as well as seasoned professionals. I would recommend this book. 47 of 47 people found the following review helpful. Good insight on how interviews go - step-by-step. By online shopper I've had good interviews before, but since it's 4 years since I did my last job search, I decided to get some good insight on the subject. There were other books that I read trying to find a vision to help me overcome unexpected difficulties during an interview, but this one I bought just to get some quick answers into my head. It turned out to be more than that. The author is not giving you answers to memorize. Instead, he explains why it is that the interviewer is asking you this particular question, and what he/she is looking for to be in the answer. The book opens up a new dimension before you for what initially seemed to be a simple (or stupid, or irrelevant) question. The book also explains what parts the interview consists of, and what the purpose of each part is. For example, for the small talk part of it (which I really hate and consider useless), he explains why it exists, what the goals are for the both parties, how to decipher the interviewer's behavior, and what topics to keep. Examples for different industries are really helpful. The author is not teaching you cheap tricks. Instead, he makes yourself a very prepared interviewee, ready for the most prepared interviewer (and for the most unprepared, too). Different kinds of interviewers are also discussed. For most of the subjects discussed in the book, some initial guidance is given of what exactly certain things discovered during the interview may mean. That gets you to a good starting point. We all know that your particular case is unique. And that is fine - it is easy enough to pick up from the point where the author left off. I am half way through the book, and I found that I am reading slower over the last 10 to 15 pages. That is because the subjects discussed are rather interesting, and I am afraid to miss a thought or an image. In other words, I am more thinking than reading right now, and once I am done with the analysis, I look back in the book, and it gives me another subject to ponder on. That is amazing! He also tries to give you some basics on how to get prepared to better (better to say - in a more relevant manner) present yourself, your skills, and your personal traits. I call this a "homework" for the interview. It is explained quite briefly. This is a whole topic for another book. I would recommend "Fearless Interviewing" by Marky Stein to help you have your homework done well. All in all, a very good book. It is really making me feel the subject - that's the vision that I was looking for from other books. Highly recommended. 2 of 2 people found the following review helpful. Clearly presented, very useful, helps you really prepare. By Cynthia Danute Cekauskas, LCSW. Although there is a newer version of this book, there is much about THIS version that I have found very useful. As many readers may already know, there are many books written on the subject of interviewing preparing for a job interview. A number of them are very wordy, detailed, a little too much of a particular theme than simply, concisely coming up with the BEST answers to the most frequently asked interview questions. This book gets right to the point. I particularly liked what the author states in Chapter 1 Introduction: "Remember: the best candidates don't necessarily get the job: the best interviewee does." This is so true and is reinforced in a number of different sources including the DVD Interview the Best. You can have all the education in the world, reams of experience, tons of skill but unless you are well prepared and skillful in answering anticipated questions you may find yourself faltering. Some of the first suggestions the author makes are contained in Chapter 4 Knowing the Job, the Organization and Your Interviewer: What Are You Getting Yourself Into? Starting with Chapter 5 Small Talk Questions: Breaking the Ice, the author starts to pose possible questions an interviewer might make including WHY they might be asking them. I like a major tip the author makes here: "Avoid Controversial Topics at All Costs." Chapter 6 Personal Questions gives you actual descriptive words you might use when asked the question: "How would you describe your own personality?" Chapters 7 Educational Questions and 8 Experience Questions are followed by recommendations made to the reader on "How to Be a Lifelong Learner" and how to "Show You Are a 'Can Do' Candidate". As someone used to the "old school" form of interviewing, the change to behavioral or stress interviewing has proven to be something more challenging. Questions like "Describe a situation where the team fell apart. What was your role in the outcome?", "Describe a situation where you failed to reach a goal." or "Describe a situation where you had a personal commitment that conflicted with an emergency business meeting. What did you do?" can all be seen by some as possibly problematic. These, along with the questions posed in Chapter 10 Stress Questions, necessitate more careful preparation than that which may have been required in past years when jobs were more plentiful. Here possible answers are posed to such questions as "What are some of the things that bother/bothered you about your current/last job?", "What reservations do you have about working here?" and "Have you ever had difficulty getting along with others?" Chapter 12 Illegal Questions cannot and should not be overlooked. The author makes a distinction between illegal and inappropriate Questions. He also advises the potential interviewee What to Say When Asked an Illegal or Inappropriate Question including Gender Bias Questions, National Origin Questions, Questions Suggesting Religious Bias, Age Bias Questions and Questions Addressing the Disabled. Finally, Chapter 13 Your Turn: Questions You Should Raise is perhaps my favorite chapter. Here a long list of Questions to Ask Potential Employers is proposed which I found extremely helpful. The book is concluded with Chapter 14 Summing Up. All in all I would highly recommend this book to anyone prepare to effectively interview for their next job.

MORE answers to MORE questions than any other interviewing guide. Sell yourself with style and win the interview

game! The most crucial part of your job search is knowing how to respond to the toughest interview questions ugrave; because the best candidate doesn't necessarily get the job....the best interviewee does! In *Best Answers to the 201 Most Frequently Asked Interview Questions*, career expert Matthew J. DeLuca reveals the secret agenda behind every kind of question interviewers ask, and prepares you to answer them all. Never again be at loss for words when an interviewer hits you with an icebreaker...thought provoker...curve ball...stress tester...and even an illegal question that shouldn't be asked but needs an answer.

About the AuthorMatthew J. DeLuca is president of Management Resource Group, Inc., a consulting firm specializing in professional placement, training, and outplacement. He is also director of Human Resources for Titan Sports, Inc. He has written several books for job seekers, and he conducts frequent workshops on careers for several universities.