



Job - Ready  
Answers



# JOB Interview Essentials

**Powerful  
Questions  
&  
Tips**

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01

## Preview

In this section, you will find the essential frameworks and key strategies you need to master before moving into specific interview questions. These core concepts will help you build a professional and consistent approach to any interview.



## Type 1 : Behavioral or Situational

Behavioral questions assess a candidate's approach and soft skills by examining past experiences to predict future performance.

### EXAMPLE

"What were the steps you followed to deliver that result?"

### EXAMPLE

"Can you give me a specific example of how you did(would do) that?"

## Type 2 : Skill-based (Competency)

Skill-based questions focus on a candidate's hands-on experience with relevant tools, technologies, and practices, using past work examples to predict future job performance.

### EXAMPLE

"Can you give me a specific example of your leadership skills?"

### EXAMPLE

"Explain a way in which you sought a creative solution to a recent problem you needed to solve."



## Type 3 : Opinion-based

The purpose is to subjectively analyze how you would respond in a series of scenarios.

### EXAMPLE

"What is your greatest weakness?"

### EXAMPLE

"What do you think are the most important aspects of communication?"

## Type 4 : Experience and credential verification

The purpose is to subjectively evaluate your experiences and objectively verify the credentials you've provided.

### EXAMPLE

"What did you learn in that class?"

### EXAMPLE

"How long were you at \_\_\_\_?"

### EXAMPLE

"What were your responsibilities in that position?"

# The STAR Method



Using the STAR format helps you answer behavioral questions clearly and logically.

Instead of the interviewer having to pry the details out of you, the information will naturally flow for you.



situation



task



action you took



results achieved

# Successful Factors

## Top 10 Critical Success Factors

With all the different competencies being referenced, you may wonder what exactly the employer is seeking.

List on the right is the top ten critical success factors that nearly every employer is seeking:

- 1 Positive attitude toward work
- 2 Proficiency in field of study
- 3 Communication skills (oral and written)
- 4 Interpersonal skills
- 5 Confidence
- 6 Critical thinking and problem-solving skills
- 7 Flexibility
- 8 Self-motivation
- 9 Leadership
- 10 Teamwork



# Successful Factors

**Back it up  
with specifics**

One of the mistakes a candidate can make is to speak in generalities rather than specifics.

It is not enough to say, "I'm a very goal-oriented person."

You have to back it up with specifics.

## EXAMPLE

*"I'm a very goal-oriented person. Let me give you a specific example.*

*I regularly update a list of personal and business goals with specific time frames.*

*Since I started keeping this goal list three years ago, I've successfully reached or surpassed over 90 percent of these goals.*

*I'm confident that the other 10 percent are also within reach in the coming year.*

*May I show you my goal list?"*

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## 02

# Actual Interview Questions & Model Answers

In this section, you will find the most commonly asked interview questions along with practical tips and sample answers you can use right away.



# Q1. Tell me about yourself.

자기 소개를 해주세요.

TIPS



**This question is asking:**

- To provide a brief overview of your professional background and skills, helping the interviewer get to know you as the interview begins.
- A clear explanation of how your specific experiences and qualifications align with the requirements of the position.

**Remember:**

- ★ Start by discussing your current situation and mention key points of your professional journey.
- ★ Connect your background, interests, qualifications back to the job.

## SAMPLE

I am a passionate Sales Representative with over 4 years of experience in client relationship management, where I have successfully led projects that resulted in a 15% increase in annual revenue.

Prior to my current role, I developed a strong foundation in market trend analysis and consumer behavior while working at Global Tech Solutions, which allowed me to sharpen my ability to solve complex problems and communicate effectively with diverse teams.

These experiences have prepared me well for this challenge, and I am now eager to apply my expertise to help Samsung Electronics achieve its goals as your next Senior Sales Manager.

## Q2. How would you describe yourself?

본인을 어떻게 묘사하시겠어요?

TIPS



**This question is asking:**

- Interviewers are asking about the relevant skills and characteristics that can be applied to the position.
- Even if you have not utilized them in a previous job function, mention any relevant capabilities that you have that are relevant to the job.

### SAMPLE

"I work well with people, which is why I have extensive experience in customer service.

I am a great listener and am able to pinpoint people's issues and possible solutions.

I attribute my success to my sales background and my ability to solve complex managerial problems."