

Mock Interview Practise Questions

Employers are looking for answers to 3 basic questions.

- Can you do the job? - Do you have the skills, knowledge, or experience to demonstrate this? Employers should see these on your CV. They will just confirm during the interview.
- Will you do the job? – Does the employer offer enough salary? Are you willing to work the hours necessary, at our location, and under the conditions of our organisation? Is this what you really want to be doing? Are you really interested in another type of work, and will leave as soon as you find something more aligned?
- Do you fit? - Employers try to determine if you will be comfortable in their organisation and if they would be comfortable having you in their organisation. It is best to be honest and genuine with your answers. Fitting an organisation's culture is out of your control. All you can do is answer honestly and hope there is a fit.

Prepare answers for the questions below. Recognize variations of these questions and be able to apply your prepared answers without it sounding scripted. You should develop your own answers for each based on your skills, knowledge, and experience. If you are ever stuck, refer to your 5-point agenda.

Can you do the job?

Background, qualifications, and strengths

1. Tell me about yourself.
2. Why should we consider hiring you?
3. Which strength would help you most in this role?
4. How has your degree or training prepared you for this position?
5. What achievement from your studies, work or volunteering best shows what you could contribute here?

6. How would you put what you learnt in your degree into practise in this role?

Behavioural questions about applying skills

7. Tell me about a time you worked under a deadline.
8. Describe a difficult decision and how you reached it.
9. Describe a time you explained a complicated idea to someone.
10. Tell me about an occasion when you provided helpful service to a customer, student, or event attendee.

Follow-up questions about evidence

- 11. What was your responsibility in that situation?**
- 12. What did you personally do?**
- 13. Why did you choose that approach?**
- 14. What happened as a result?**
- 15. How would that experience help you in this role?**

Technical and analytical skills

- 16. Which tools or software can you use confidently, and how have you used them in a real task?**

Behavioural questions about problem solving

- 17. Tell me about a time you checked information carefully and discovered an error.**

Situational question about prioritising

- 18. What would you do if you were given two urgent tasks with the same deadline?**

Will you do the job?

Motivation and organisation research

19. Why are you interested in this role?

20. What do you know about our organisation?

21. Which part of this position would you find most interesting?

Learning development and career goals

22. What would you like to learn in your first year?

23. What skill are you currently developing?

24. What are your near-term and longer-term career goals, and what steps are you taking towards them?

Behavioural questions about learning and accountability

25. Tell me about a mistake and how you responded.

26. Give an example of learning something unfamiliar.

27. Tell me about a setback and what you changed afterwards.

Practical availability

28. What are your availability and practical requirements?

Follow up question about learning

29. What did you learn?

Behavioural questions about initiative

30. Tell me about a time you noticed a task that needed doing and took action without being asked.

Commitment and realistic expectations

31. Which responsibilities in this role might you find less enjoyable, and how would you approach them?

32. How would you maintain your motivation when working on a repetitive task?

Do you fit?

Work style and professional relationships

33. How do you organise competing tasks?

34. How do you keep your work effective when demands or pressure increase?

35. What would a lecturer, project supervisor or previous manager say about the way you work?

Situational question about seeking support

36. What would you do if you were unsure how to complete an assigned task?

Behavioural questions about teamwork

37. Tell me about a disagreement in a team.

38. Describe a time someone was not completing their share of the work.

Closing question about mutual fit

39. What questions do you have for us?

Situational questions about collaboration

40. What would you do if a colleague preferred a very different way of working from yours?

41. How would you respond if your manager gave you feedback you disagreed with?

Work environment preferences

42. What kind of team environment helps you contribute your best?

Optional Mock Interview Structure

Use these employment questions with a partner, careers adviser, or small group. For scholarship or admission practise, select questions from the relevant companion guide. Practise responding naturally and giving evidence, rather than memorizing a script.

Run a 20-minute mock interview

- **Preparation:** 2 minutes. Choose a real role and review its main requirements.
- Interview: 10 minutes. Ask an introduction question, two role or motivation questions, two behavioural questions, and invite the candidate's questions.
- Feedback: 5 minutes. Discuss relevance, evidence, clarity, and listening, using examples from the answers.
- Repeat: 3 minutes. The candidate answers one difficult question again using the feedback.