

Did the applicant give an A - great, B - good, C- average or below.		
Order	Question	Consideration
a1	How did you prepare for this job interview?	Can reveal the depth of interest the applicant has in the job as well as their ability to plan ahead.
a2	Do you have reliable transportation?	Can reveal if they will have problems getting to work and if they they depend on others to take them to work.
a3	Confirm the availability hours that the applicant stated on the application are hours that he/she will be available for the long term.	It is important to reiterate the hours that the applicant may be asked to work to prevent misunderstandings if they are hired.
a4	Do you have a problem performing any of the essential functions of this job such as communicating with the public, lifting cases up to 50 pounds, working inside a cooler or freezer, cleaning floors and under equipment, cleaning restrooms, accounting for cash, counting inventory, operating a computer register (POS)?	
a5	For what reason are you leaving or have you left your last employer.	
a6	Tell me what your previous employers are going to say about you when I call them.	
a7	How many days have you been absent in the past year from school or work?	
a8	How many times have you been late for school or work? Why?	
a9	How would you rate yourself on a scale of 1 to 10 for "hard work and effort" Rate yourself on "natural ability and talent" Why would you score yourself like this?	This question might make people think about their perceptions of themselves in their work lives.
a10	What does 'Team Player' mean to you?	Will the applicant pitch in, even if the task is outside his/her normal job description?
a11	Have you witnessed somebody stealing something, either an employee or a customer, how did you handle this situation? If not how would you handled this situation?	Answers to this questions can produce insight into a person. If the answer is vague, then suggest that the applicant elaborate.
a12	Tell me about a time when you had to work with a difficult person and how you handled it.	Does the candidate have the ability to be sensitive to the needs of other while at the same time the ability to influence them?
a13	Tell me about a time when a customer or person was upset with you. How did you handle this person?	
a14	If a customer were to yell at you for something that is not "your job", what would you do?	This will show how the applicant will deal with street and difficult people.
a15	Is there something missing from your current job that you want in your next job?	Does the applicant criticize a previous employer? This is a warning sign that the candidate could be a problem employee.
a16	Give an example of a situation where you felt proud of what you did without being asked while working at your last job. How were you recognized for doing this?	The kind of initiative your applicant has displayed in the past employment can serve as a good predictor of the initiative he or she will bring to your position. Pay attention to his/her tone of voice and body language when answering. If they are too negative or critical, it may be the sign of a prima donna who displays initiative only for the attention or rewards it will bring.
a17	Describe an accomplishment that you are really proud of and tell me how you achieved it?	You are looking for the ability of the applicant to have done something they are proud of and willing to share, and you are looking an explanation of their road to glory. It also informs you if they know how to overcome obstacles and it lets you know things in which they are interested.
a18	Describe a time in your previous employment or any previous experience when you "went the extra mile". What motivated you to do this?	This can you see what they interpret as "going the extra mile" If for instance, they think staying ten minutes late to cover a busy shift is a big deal, you'll know you might have someone who operates at the "minimum daily requirement" level.
a19	Tell me about a time when it was hard for you to be on time and how you handled it.	Does the applicant have a tendency to come up with excuses or do they place high value on punctuality? Do they place blame or look for excuses?
a20	Describe a situation that required a number of tasks to be completed simultaneously. What was the result?	Can the applicant stay on tasks regardless of interruptions, deal positively with customers when customers are the source of the disruption, can they prioritize and make decisions on the fly.
a21	How would you handle a co-worker that always came to you with complaints, be it regarding customers, fellow associates, or supervision?	Will this applicant be a positive or negative addition to your team? Is he/she capable of dealing with difficult coworkers?
a22	Have you ever had a teacher or supervisor that you disliked? How do you deal with teachers or supervisors that you dislike?	Everyone has had authority figures they didn't like. If they answer 'no', it's a safe bet they are not being truthful with some other answers. How they dealt with a difficult supervisor will indicate whether they can survive a difficult relationship with a boss, or if they'll take the easy road and quit at the first sign of conflict.
a23	What is the difference between taking a \$1 bill from the register and eating a hot dog which wasn't paid for? Why?	
a24	Have you ever been in a situation where you had to follow a rule you disagreed with? How did you handle it?	How does the applicant handle authority? Are they included to pay by your rules or theirs?
a25	Tell me about a time you disagreed with something your boss, teacher, or coach said or asked you to do; how did you handle it? What was the result?	Did the applicant ask questions to clarify the authority's position, offer alternatives with his/her own reasons, show examples of his/her own idea?

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a26	For what things have your supervisors or teachers complimented you for? ... What have you been criticized for?	
a27	What is the most common misperception people have of you?	This can reveal a lot about the applicant's hidden personality and help you determine if he/she has a chip on the shoulder.
a28	What would make you WANT to come to work, vs. HAVE to come to work?	This question speaks to the reason the applicant is seeking work as well as the factors that motivate him/her once on the job.
a29	What is the most irritating part of your current job (or past jobs if not employed); the part you wish you could delegate to someone else? Why?	Is this a task that may cause problems later? Does he/she not like doing something that will be require of them?
a30	What are your plans for the next 5 years? How do you plan to reach these goals?	
a31	Give me an example if when you went above and beyond the call of duty at work or at school.	
a32	If you were hired, what could we count on from you without fail?	The applicant should be concrete and confident. If he/she is unable to come up with (or struggles) with an answer, it might indicate a struggle with accountability. The applicant here would discuss his/her work ethics, strengths, etc.
a33	I'd like you to tell me something good about yourself that you think I should know about you....something I wouldn't know unless you told me.	This is the applicants chance to do a little self-promotion. It could be something he/she likes to do that no one knows about. If the applicant is hired, this can be a great conversation opener.
a34	ONLY if you think this is a good candidate; then suggest that he or she sleep on it overnight, and call the next day if he/she wants to be on the team.	50% of candidates do not call back to say that they are not interested. This allows them to think instead of acting impulsively and saying yes to a job because they are excited. This allows a seed to be planted in their mind to look into the future, they often become frustrated with the realities of the workplace such as accountability for their actions, meeting expectations , etc. This reduces the number of hires that leave within the first 3 months of employment.
a35	Skills Test score	Depending on the position, most applicants need to score 85% or higher.