

## Recommended Interview Questions

The following questions will help identify top talent aligned with the UAB Success Model. Choose the questions that best work for you.



### Understand UAB

- Describe a time when you faced a memorable change at work. What was the situation and how did you handle it?
- If you were responsible for a team/department, what type of culture would you create?
- Tell me about a time when your day-to-day efforts affected your ability to achieve your strategic, long-term goals. How did you manage these, at times, conflicting priorities?
- Describe a time when the original approach did not work and you had to innovate to succeed.
- Tell me about a time you used enterprise resources responsibly and efficiently.
- What do you know about UAB, its mission and goals?

### Achieve Results

- How do you handle competing deadlines?
- How do you measure a job well done? In other words, what is success for you?
- What do you do when you complete your work?
- Tell me about a time when your job performance did not meet expectations. What did you do to meet expectations?
- Tell me about a time you achieved results despite significant setbacks.
- Tell me about your career aspirations.
- What was your most disappointing professional experience? How did you handle it?
- Tell me about a time when you took the lead on a difficult project.
- Tell me about a time when you demonstrated leadership skills.
- Tell me about a time your responsibilities got a little overwhelming. What did you do?
- Tell me about a time you had to make difficult decisions in order to meet all your top priorities.
- Describe a long-term project that you managed. How did you keep everything moving along in a timely manner?

## Build Relationships

- Tell me about a time effective listening helped you in a problematic situation.
- Tell me about a time you faced strong opposition. What steps did you take to create a unified way forward?
- How have you increased trust within your team?
- Describe a time when you needed to help other employees learn a new skill set. What did you do?
- Describe a time you made an error in judgement. What did you learn from this?
- Tell me about a time when you successfully collaborated with an individual or team that was continuously resistant to working together.
- Tell me about a time when something you communicated to a peer was negatively misconstrued. What did you do to establish rapport and build a positive work environment?
- Describe a time when you had to work hard to earn the trust and respect of those around you.
- In what work culture or environment do you thrive?
- Tell me about a time when your insistence on teamwork improved work quality, encouraged professionalism, or led to a higher degree of excellence and innovation.
- Describe a time when you had to take action to promote teamwork and collaboration in the workplace.
- Tell me about someone with whom you had a difficult time working. How did you manage the situation?
- With what management style do you work best?
- Give me an example of a time you faced a conflict while working on a team. How did you handle the situation?
- Tell me about a time you wish you handled a situation differently with a colleague.