

# Los Angeles Community College District Personnel Commission

## Preparing Interview Questions

Your interview should include a mix of questions. As a rule of thumb, aim to have at least 70% behavioral questions, 20% situational questions, and 10% self-evaluative or experience type questions.

### Types of Questions

#### **Experience/Activity Questions**

This type of question gathers information about the kinds of experiences or activities the person has had in the past.

The response will provide you with information about what someone has done. However, such questions will not provide insight into how well it was done.

#### [Sample Experience/Activity Questions](#)

#### **Self-Evaluative Questions**

This type of question asks candidates to be reflective in providing information about themselves, such as likes and dislikes, strengths and weaknesses, goals, attitudes, and philosophies.

#### [Sample Self Evaluation Questions](#)

#### **Situational Questions**

These are "What if ...." questions. They describe a problem situation and ask the job candidate how he or she would handle it. Situational questions are most effective if the preferred response is not transparent to the candidate.

#### [Sample Situational Questions](#)

#### **Behavior Description Questions**

Behavioral questions ask for specific examples of past behavior that relate to the requirements of the job. Complete responses contain detailed information, situations, actions, and outcomes. These questions usually start with: "Tell me about..." or "Give me an example of..." They also use superlative adjectives such as most, last, least, toughest, worst to stimulate recall of specific events. Research has shown that behavior description questions are the most effective type of interview question in terms of their ability to predict future job performance because the best predictor of future performance is past performance and are more difficult to exaggerate or distort than any other type of interview question.

#### [Sample Behavior Description Questions](#)