**Sample Behavioral Interview Questions: Core MBA Skills**

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| Creative Thinking | * Tell me about a time you created something from scratch.
* What’s the most innovative new idea that you have implemented?
* Tell me about a specific problem you solved for your employer. How did you approach this?
* Tell me about a time you took an idea and moved it all the way to practice.
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| Critical Thinking | * Tell me about a time you had to make a decision when you didn’t have all facts available.
* Give me an example of a time when you used good judgment and logic while solving a problem.
* Tell me about a time you worked on an assignment or project where the work was not well defined or was in an area you had little experience in. What did you do?
* [Business scenario/case questions are often used to gauge this skill]
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| Influence | * Tell me about a time you were able to persuade someone to see things your way.
* Tell me about a time you successfully “sold” a new idea to your boss.
* Give an example of a time when you were able to successfully communicate with another person even when he/she may not have personally liked you (or vice versa).
* Tell me about a situation in which you had to deal with a very upset customer or co-worker.
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| Juggling Priorities | * Tell me about a time you had too much to do and had to prioritize. What was your approach?
* How do you prioritize projects and tasks when scheduling your time?
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| Oral Communication | * Tell me about a successful presentation you gave and why you think it was a hit.
* Tell me about a time you had to present complex information. How did you ensure the other person understood?
* Describe a situation in which you were giving a presentation and the direction was not well received. What actions did you take to change tactics in the middle of the presentation?
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| Organizational Priority | * Can you tell me how your \_\_\_\_\_\_\_\_\_\_\_\_ role (or project) was directly related to a strategic goal?
* Tell me about a time you had to make an unpopular decision. What was the outcome?
* Tell me about a time when time and/or money needed for project was limited.
* What did you do at your last organization to increase “top line”?
* Tell me about a time you had to develop a project team's goal(s) and project plan?
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| Quantitative Analysis | * Tell me about a time you used your fact-finding skills to solve a problem.
* Tell me about a time you used data to make a decision.
* [Business scenario/case/technical questions are often used to gauge this skill]
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| Strategic Thinking | * Tell me about a time you participated in developing your departmental or organizational business strategy. What was your role? How did you approach it?
* Tell me about a time you identified a need for a new approach or product to meet a market need.
* Tell me about a time you anticipated the future and made changes to current responsibilities or operations to meet future needs.
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| Teamwork | * Tell me about a time you worked as a team member to accomplish an important goal.
* Tell me about a time you had to adjust to a colleague's style in order to complete a project.
* How do you go about building rapport with new colleagues?
* Tell me about a confrontation you’ve dealt with in a team environment. How did you handle it?
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| Written Communication | * Tell me about a time in which you had to use your written communication skills in order to get an important point across.
* Tell me about a time when an email you sent had an unintended effect. What was the situation, and what did you learn from that experience?
* Tell me about a time you wrote a report that was well-received.
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**Sample Behavioral Interview Questions: Other MBA Skills**

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| Ability to Compromise | * Describe a situation in which you had to arrive at a compromise or help others to compromise. What was the outcome?
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| Ability to Teach | * Tell me about a time you had to teach somebody something.
* Tell me about a time you were recognized by your colleagues as an expert in something.
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| Action-Orientation | * Describe a time when you saw some problem and took the initiative to correct it.
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| Assertiveness | * Tell me about a time when you were successful in challenging others’ ideas.
* Tell me about a time when you were able to express your opinions maturely in spite of disagreements or objections.
* Give me an example of a time when you had to be assertive in giving directions to others.
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| Comfort with Differences | * What is your typical way of dealing with conflict? Give me an example.
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| Comfort with Risk | * Tell me about a time you used a new idea without being certain of the outcome? What was the outcome?
* Describe a time when you took a risk in the workplace, by saying or doing something that could have had adverse repercussions on you? What was the outcome?
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| Conflict Tolerance | * Tell me about a time when you were publicly questioned at work. What was the outcome?
* Describe a time where you had to settle a conflict between two individuals.
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| Day-to-Day Responsibility | * Tell me about a time when you had to go above and beyond in order to get a job done.
* Tell me about a situation when you had to work in a group that wasn’t functioning well. What happened?
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| Decisiveness | * Tell me about a time you had to make a decision under pressure. What was the outcome?
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| Delegating | * Tell me about a time you had to delegate effectively in order to get something important done.
* Tell me about a time when you delegated an important project/task/assignment to the wrong person. What happened?
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| Empathy | * Describe a time when you identified with someone else's difficulties at work. What did you do as a result?
* Tell me about a time when you were proud of your ability to recognize how another person feels.
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| Flexibility | * Tell me about a time when you had to adjust to changes over which you had no control.
* Tell me about a time when you were asked to do something unexpected. What did you do?
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| Gaining Trust | * Describe a time when you had to go the "extra mile" to gain and develop trust among colleagues, staff or constituents. What did you learn?
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| Leadership | * How would your co-workers describe your leadership style?
* Tell me about a time you had to motivate others to achieve a goal.
* Who have you coached or mentored to achieve success?
* Tell me about your most successful team project where you were the leader or had a lead role.
* Tell me about a time you led an important meeting.
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| Listening Skills | * Tell me about a time when your active listening skills really paid off for you – maybe a time when other people missed the key idea being expressed.
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| Merit-Orientation | * Describe a time when you were able to overcome or look past a personal bias in order to arrive at the right decision.
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| Motivational Ability | * Tell me about a time you had to motivate others to achieve a goal.
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| Openness to Criticism | * Tell me about a time you received negative feedback from your manager. How did you handle it?
* What’s the most recent mistake you made, and why did you make it?
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| Opportunity Recognition | * Describe a time when you recognized and took advantage of a new opportunity.
* Tell me about a time when you were able to capitalize on an emerging trend.
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| Persistence | * Tell me about a time you were able to overcome a significant hurdle.
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| Political Skill | * Tell me about a time when you used your political savvy to implement something that you really believed in.
* Tell me about a time when you had to effectively assess and work through the politics of a situation in order to get your work done.
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| Leveraging Power | * Give me an example of when you simply had to use your authority to get something done. What was the outcome?
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| Confidence Projection | * Tell me about a time when you took on a task that you considered “out of your comfort zone”. What was the outcome?
* Tell me about a time when you had to lead others in a certain direction and had some doubts. How did you approach the situation?
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| Learning Agility | * Tell me about a time you had to think on your feet to get out of an awkward or difficult situation.
* Tell me about the last time you had to learn a new task. How did you go about learning it? What, if any, tools did you employ?
* Tell me about a time you leveraged your knowledge trends to positively impact your organization.
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| Resilience | * Tell me about a time you failed. How did you deal with this situation?
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| Respect for Others | * Tell me about a time when you were able to demonstrate respect with someone you thought was disrespectful.
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| Self-Control | * Describe a situation when you had to exercise a significant amount of self-control.
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| Sensitivity & Tact | * Tell me about a time when you needed to be particularly sensitive to another person's beliefs. What was the outcome?
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| Sociability | * Tell me about a time when your ability to build relationships at work paid off.
* Describe a situation in which you had the opportunity to bring the team together to accomplish a common goal. How did you do it?
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| Time Management | * Describe how you would handle a situation if you were required to finish multiple tasks by the end of the day, and there was no conceivable way that you could finish them.
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| Work Ethic | * Tell me about a time when you’ve had to make a sacrifice in order to accomplish something important.
* Tell me about a time when you did more than your “fair share” in order to accomplish something.
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