

Back To The Basics: The 2020 Interviewing Quiz!!!

1. What is the *primary* goal(s) as an Organization in conducting interviews?
 - a. Identify the superior candidate that will best fit into our culture
 - b. Identify the superior candidate that has the ability to engage in critical thinking under dramatic stress and communicate logical answers
 - c. Verify the experience and education
 - d. a. and b.
 - e. a., b., and c. are all true

2. What is the ideal length of time for an interview?
 - a. 30 minutes
 - b. 45 minutes
 - c. More than one hour
 - d. It depends (be prepared to explain why!)

3. How do we know what ideal candidates looks like?
 - a. We will know them when we find them
 - b. We create traits of the model candidate in advance of the interviews
 - c. We identify the traits and personality of both the current workplace culture and subculture of the team with which the candidate will work in advance of the interviews
 - d. b. and c.

4. Legal or Illegal: Are you a smoker or have any reason that you could not work several hours consecutively without taking a break?
 - a. Legal
 - b. Illegal
 - c. It depends

5. What is the most common mistake we see in professional interviews?
 - a. Excessive talking
 - b. The charisma factor
 - c. Unconscious biases/preferences
 - d. All of the above

6. True or false: it is always legal to ask candidates to provide the amount of money that they have earned in past jobs?
7. Legal or Illegal: Are you opposed to traveling?
 - a. Legal
 - b. Illegal
 - c. It depends
8. How should we best begin an interview?
 - a. Telling a joke
 - b. Finding an interesting personal point about the candidate from his or her resume and asking about it
 - c. Complimenting the candidate on his or her attire
 - d. Explaining the interview process and describing how the finalists will be chosen
9. How does an employer best defend itself against a failure to hire claim?
 - a. Interview notes on the resume
 - b. Exhaustive paragraphs of description on an assessment form
 - c. Brief but pointed phrases and adjectives that describe positive and negative attributes on an assessment form
10. The best types of questions are:
 - a. Situational
 - b. Behavioral
 - c. Resume-based
 - d. From a scripted template
 - e. a. and b.
 - f. a., b., c., and d. are all correct
11. First impressions are...
 - a. Crucial. I know within 2 minutes if the candidate is a good fit.
 - b. Important. I know before the end of the interview if the candidate should be considered.
 - c. Unimportant. I don't place much stock into what I can learn about someone in a formulaic interview setting.

12. Legal or Illegal: Our goal is to find employees that will be committed to our Organization for many years. What assurances can you offer to us on this point?
- a. Legal
 - b. Illegal
 - c. It depends

Follow Up Question: What is the most illegal question that you have ever been asked in an interview?

13. How should we best end an interview?
- a. Reveal to the lesser candidates that they will not be hired
 - b. Reveal to the best candidate that they will receive an offer
 - c. Explain the next steps of the process and the corresponding time of such steps
14. Circle each of the following that represent a legal practice that can occur before an employer offers a candidate employment?
- Drug test
 - Securing a drivers license
 - Requiring task-based testing
 - Medical questionnaire
 - Social media screening
 - Medical testing

15. What is the hardest question that any interviewer ever asked you?
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16. What is the best question that you have asked as an interviewer?
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17. What can you do as human resource representatives to better support and strengthen your hiring processes?