



MYNDORE

EXECUTIVE SEARCH

Behavioural Interview Questions

Adaptability

- Describe a major change in a role you have held. How did you adapt?
- Tell us about a situation where you had to adjust to change outside your control.
- What do you do when priorities change quickly? Give an example.

Ambition & Drive

- Describe a project or idea implemented primarily because of your efforts. What was the outcome?
- Give an example of a significant goal you set and how you achieved it.
- Tell us about a time you went above and beyond to complete a task.
- What initiatives have you started independently? What prompted them?
- How do you keep your professional knowledge up to date?

Analytical Thinking

- Describe a situation that best demonstrates your analytical skills.
- Tell us about a time you used judgement and logic to solve a problem.
- Give an example of when attention to detail was critical to success.
- Describe a time you analysed information and made a recommendation.

Building Relationships

- Tell us about a time you dealt with a difficult or angry customer.
- Describe a situation where you struggled to build a working relationship. What did you learn?
- What do you believe are the key elements of successful professional relationships?

Communication

- Describe a time you had to communicate a difficult message.

- Give an example of successfully explaining complex information to a non-technical audience.
- Tell us about a presentation or written report you are particularly proud of.
- Describe a time when your communication was ineffective. How did you address it?

Conflict Resolution

- Describe a conflict you were involved in and how you resolved it.
- Tell us about a time you helped others resolve a disagreement.

Customer Focus

- How do you establish trust and rapport with customers? Give an example.
- Tell us about a time you improved a customer relationship.

Decision Making

- Describe an important decision you made with limited information.
- Tell us about a decision you had to defend despite opposition.
- How do you involve others when making significant decisions?

Delegation

- How do you decide what to delegate?
- Describe a success and a mistake you have made when delegating.

Initiative & Innovation

- Describe a time you identified a problem and took action without being asked.
- Tell us about a creative or innovative solution you implemented.
- When was the last time you challenged an established way of working?

Integrity

- Describe a time you handled confidential or sensitive information.
- Tell us about a situation that tested your integrity.

Leadership

- Give an example of motivating others to achieve a goal.
- Describe a time you led through resistance or disagreement.

Listening

- Tell us about a time when poor listening led to a mistake.
- How do you demonstrate active listening?

Motivation

- What motivates you professionally?
- Describe a time you positively influenced others.

Negotiation

- Describe a challenging negotiation and how you approached it.

Organisation & Time Management

- How do you prioritise when managing multiple deadlines?
- Describe a time your plans were disrupted. How did you respond?

Performance Management

- How do you address underperformance?
- Tell us about a development plan you created for a colleague.
- Describe a difficult performance conversation you handled.

Personal Effectiveness

- Describe a time you remained calm under pressure.
- Tell us about a mistake you took responsibility for.

Persuasion

- Describe a time you persuaded someone to accept your viewpoint using evidence.

Planning & Strategy

- How do you align your work with organisational goals?
- Tell us about a time you planned for future needs.

Problem Solving

- Describe a complex problem you solved.
- Tell us about a time you resolved an issue before it escalated.

Teamwork

- Describe a successful team experience.
- Tell us about a time a team was not functioning well. What did you do?
- What role do you typically play in a team?

Diversity & Inclusion

- Describe how you have supported diversity and inclusion at work.
- Tell us about adapting to a culturally different environment.