

Skill Name: Education/Work History

Skill Description: Information about work background and education.

Skill Notes: Extent to which educational background and work experiences apply to job sought.

1. What have been your major responsibilities in your previous job?
2. Have you had any special assignments or challenges? Give specific examples.
3. Why did you (are you planning to) leave? Be specific.
4. What were your best classes in school? Why?
5. What were your worst classes in school? Why?
6. Why are you interested in this position? How does it fit into your career objectives?
7. Tell me about an experience that was a real high point for you in the past year. Give me specific examples.
8. Tell me about an experience that was a real low point for you in the past year. Give me specific examples.