

Skill Name: Technical Expertise

Skill Description: Interest in learning new material and staying abreast of latest technical information; breadth of knowledge and ease and clarity with which it is spoken; quickly learns new information.

Skill Notes: Well versed in subject matter practice and theory; thorough understanding of the most current trends; keeps up-to-date.

1. Tell me about the last time you received a compliment (or some recognition) for your technical knowledge.
2. Give me a recent example of how you have applied new technical knowledge on the job.
3. Describe for me the work you have done that you consider your personal best -- something that really showed your technical skill.
4. Tell me about what you have done recently to improve your technical expertise.
5. In this type of work there are many policies, rules and regulations that need to be understood. Describe a difficult situation you resolved because of your knowledge of policies or rules.
6. Can you think of a recent situation where your technical expertise really paid off? Tell me about it.
7. Describe a recent occasion when you had to learn something of a technical/functional nature very quickly. How did you do it?
8. What technical courses did you take in school? What technical seminars/programs have you attended? What did you like about them and why? Do you feel this demonstrates your technical ability? If yes, why? If no, then what does show this ability?
9. Describe how you would attempt to learn a new skill, relative to this particular job, if you weren't given much direction and/or assistance.
10. How would you assess your functional/technical skills related to this job? What would you say are your strengths? What would you like to improve? What have you done to maintain or improve in these areas?
11. What types of information have you been trained on that you picked up very quickly? Give specific examples.

12. What types of information have you been trained on that you picked up gradually, or it took longer to become confident with the material? Give examples.
13. What was the most challenging information you have been required to retain? How long did it take? Why was it so difficult?
14. Give an example of how you eagerly and positively approached a new technological enhancement at your present position.
15. What have you done to acquire information regarding industry technical enhancements relative to your job and/or personal development?
16. What was the most challenging information you have been required to retain? How long did it take? Why was it difficult?
17. Give me an example where after completing training you came across something that was not reviewed during training. What did you do?
18. What magazines, books, etc. have you read recently and gotten useful, job-related information from?
19. What kind of writing have you done? Give me an example. Explain the steps you took to create this piece.
20. What are some of the most difficult writing assignments you have been given or have taken on? Give examples.