

JOB INTERVIEW SCRIPT!

**(10 COMMON Interview QUESTIONS
and Brilliant Example ANSWERS!)**

I have put together this brilliant script that is going to help you pass your job interview! This script contains top-scoring, easy-to-remember answers to the most common interview questions. So, if you have a job interview coming up soon for any role or company, stay tuned because I will help you be the standout candidate.

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Let's start working through this job interview script – now, you can either take notes of the script as we work through it together, or you can download it by clicking the link at any time in the top right hand corner of the video.

So, right at the very start of your job interview, the hiring manager will say to you:

Welcome to the interview, can you start off and tell me about yourself? Here's the exact script of what to say:

“Thank you for giving me this opportunity. My name is (INSERT YOUR NAME), and I am confident I have the skills, qualities, and attributes to match the requirements of the role. I am a good communicator and listener, work well in any team, am a fast learner, and always take ownership of problems and challenges to achieve a successful outcome. I have a track record of achievement and aim to replicate the same success in this role for your company. Outside of work, I keep myself fit and active by visiting the gym several times a week, which helps boost my concentration and energy levels. If you hire me, I will be a positive role model for the company, seek ways to help you grow and save money, and take responsibility for my ongoing professional development so that you always have a useful and productive member of your team.”

So, that scripted answer will definitely help to get your interview off to a flying start. Remember, first impressions are very important during a job interview so make sure your answer to the tell me about yourself interview question is powerful!

Next, the interviewer will say to you, why do you want this job? Here's the exact script to use:

“I want this job because it is a role I am very passionate about, and my qualifications are suited to the position. I have experience in this industry, and I genuinely believe I can make a positive difference for your company because I will be doing a job I love. I also want this job because it is with your company. My research told me you are ambitious, you take good care of your staff, and you empower them to be the best versions of themselves possible.”

The interviewer will then say to you... what are your strengths? Here's what to say in response to this challenging interview question:

“My strengths include the fact I am a fast learner, I fit quickly into any team, I support my co-workers, and I am positive about feedback. Feedback allows me to continually improve and develop, which means I can always add value to the team I am a part of. Finally, perhaps my greatest strength is the fact I am commercially-aware. This

means I understand that I must do a great job for you, provide excellent customer service, and seek ways to help your business grow.”

The next interview question to follow what are your strengths is **what’s your biggest weakness? This is very difficult interview question to answer correctly but here’s the exact script to use:**

“My weakness is my inability to say no to people. I say yes to everything and then end up with too many responsibilities. However, I am aware of this weakness and I am trying to be more mindful and assess my capacity to take on extra duties before saying yes to people.”

So, the next interview question will be **why do you want to leave your job? Be very careful how you respond to this tough question. Do not be negative about your current or former employer. Here’s my recommended script to use that will help you pass your interview:**

“I want to leave my job because I want a fresh challenge where I will get to work on new and exciting projects with other like-minded professionals who all have a common goal. My employer has been fantastic, and I have enjoyed every minute working there. However, it is time for me to move on to a new, forward-thinking company such as yours where my skills, knowledge and expertise will be put to good use.”

You can see how these answers are going to help you shine during your interview. Don’t forget, if you want to download the script, click the link in the top right hand corner of the video at any time.

OK, the next scripted answer I want to give you is in response to the tough interview question, **where do you see yourself in five years? Here we go:**

“In five years, I see myself still working for you, either in this role, or having advanced to a more senior level. In five years, I will have achieved many great things with my team, completed various training courses, and be seen as a trustworthy, reliable, and productive employee. I would also hope to have more responsibility and perhaps even gained experience taking the lead on important projects and tasks.”

The next interview question we need to cover is, **describe yourself in three words! Wow, this has to be one of the hardest interview questions to answer because which 3 words do you choose to stand out from the competition? Well, here’s my brilliant example scripted answer to help you!**

“The three words I would use to describe myself are industrious, self-disciplined, and flexible. I am industrious which means I am diligent and hard-working. I am self-disciplined meaning I can be relied upon to get on with my work and prioritize tasks based on the needs of the company. Finally, being flexible means I will carry out tasks outside of my job description and be available to work extra hours when the company needs me to.”

The next interview question we must cover is, **how would you deal with conflict with a co-worker?** This is one of those tricky interview questions where lots of people fail their interviews on. They usually say they would inform their manager or supervisor about the conflict, but that is not the way to answer it! Here's the exact script for you to use:

"I would deal with the conflict myself as a mature and professional employee. First, I would assess my own words and actions to make sure I wasn't contributing negatively to the conflict. Second, I would speak to my co-worker in private to find out how they felt about the conflict. Finally, I would have a discussion with my co-worker and work with them to find an amicable solution to the conflict that was in the best interests of our team."

The next interview question we must tackle is, **what are you looking for in your next job?** Again, you must be very careful how you answer this common interview question. Here's the exact script to use:

"I am looking for a job that will give me varied duties and responsibilities and that will put my skills and qualifications to good use. I am looking for a job where I can work on challenging projects with talented people, and where everyone wants to make a positive difference to the company in their work. Finally, I am looking for a job that is with a progressive employer who wants to be the market leader and that supports its staff so they can be the best versions of themselves possible."

The next interview question I want to help you prepare for is, **why should we hire you?** Let me give you two example answers: one for experienced candidates and one for those of you who are applying for their first ever job:

WHY SHOULD WE HIRE YOU? (EXPERIENCED CANDIDATES):

"You should hire me because I have track record of achievement in previous roles. Everything I do in this position will be focused on ensuring your company excels, continually improves, and grows. In my last job, I helped the company win a lucrative sales contract and I will seek to replicate that same success in this role. Finally, you should hire me because I want to carry on improving, learning, and developing. Even though I am experienced, I am still open to learning and feedback which means you will have the type of employee whose skills will always be useful and relevant to the company."

WHY SHOULD WE HIRE YOU? (NO EXPERIENCE)

"Although I don't yet have any work experience, you should hire me because I am eager to learn, and my positive attitude will rub off on other people in the team. You should also hire me because I am seeking long term employment with your company, meaning you won't have to re-advertise the position for many years to come. Because I am a blank canvas with no pre-conceived ideas about the workplace, you will get to train me up to be the perfect employee."

So, that's the 10 common interview questions covered. Now I want to teach you what to say at the end of the interview. So, when the interviewer says to you, **that's the end of the interview, do you have any questions for us**, you might be tempted to

say, *no, it's OK, you covered everything during the interview*. Don't say that! It's a BIG mistake! Instead, ask the following 3 questions:

Q1. What advice would you give to the successful candidate who wants to excel in the role?

Q2. Can you tell me more about the team I would be a part of?

Q3. What are the plans for the company over the next five to ten years?

Those 3 questions are smart because they tell the hiring manager you are genuinely interested in their company, and its future success!

Now, once you have asked those 3 questions the hiring manager will probably say to you, **is there anything else you would like to add**? If they do say that, here's how to respond...

"I would just like to say thank you for the opportunity to be interviewed for this position today. I thoroughly enjoyed the process and also finding out more about your company. I genuinely believe I am a great fit for this role and I can add value to your team but if you need any further information to help you make a decision then please let me know. Thank you."