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## **QUESTIONS FOR INTERVIEWING HEAVY EQUIPMENT TECHNICIANS**

Provided by The AED Foundation

A variety of job interview questions by category are presented here for you to choose from. Choose a selection of those questions that most fit your particular situation and address issues that you feel are most relevant; you won't have time to ask them all.

Note that The AED Foundation offers technician assessments through AED University to assess technical skills and knowledge. These questions are intended as a resource for you to assess such concerns as: work ethic, ability to work as part of the team, personal characteristics, receptivity to supervision, career goals, employment history, salary, etc.

### **Work Ethic:**

1. When with your last employer, what did you do if you had downtime during work hours?
2. What day-to-day issues have interfered with your coming to work on time at your last employer? How often does that happen for you?
3. When you have a situation that could cause you to be tardy or absent from work, how do you handle it?
4. How many days do you feel is a reasonable amount of days to be absent from work in a calendar year?
5. Tell me about a time when you showed initiative and did something without being asked. Are there any other instances you can describe?
6. How do you evaluate and determine success on the job?
7. Are you willing to put in overtime hours as needed?
8. Tell me about a time when you had to go "above and beyond the call of duty" in order to "get the job done" correctly and on schedule.
9. What does the word "deadline" mean to you?
10. Describe some situations when you have not been very satisfied with your own performance. What steps did you take to address that situation?
11. What motivates you to "do your best?"

12. Define “high-quality work” from the technician’s perspective.

**Teamwork:**

13. Do you like working with others or do you prefer to work by yourself? Why?

14. What’s most important in working with others and getting the job done?

15. Give me a specific example of something you did that helped build enthusiasm in groups of people that you have worked with.

16. Have you ever had any difficulty getting along with fellow employees at work, or fellow students and/or teachers when you were in school? Why?

17. Tell me about your most frustrating experience as a student or technician, in working with others. What approach did you take and what were the results?

18. Sometimes you need to know when to ask for help. Tell me about a situation where you had to request help or assistance on a project or assignment.

19. Give me an example of a time when you were able to successfully communicate with another person even when that individual was difficult to get along with; and may even not have personally liked you (or vice versa).

20. Priorities often change suddenly throughout the day. If you are asked to quickly do another task, how do you deal with that? What if it's the third time before noon?

21. What does the word “cooperation” mean to you?

22. Describe your approach to leading a team in order to accomplish a set objective.

23. What would others who have worked on a team with you have to say about your group leadership and project participation?

24. How do you handle a situation in which a team member is not contributing to the success of the team?

**Personal:**

25. What do you consider your greatest personal accomplishment? Why?

26. Name two of your key personal strengths. Name two of your personal weaknesses.

27. What three adjectives best describe you?

28. How have you responded in the past when you found another student or employee was being dishonest... lying, using drugs, stealing, etc.?
29. What personal characteristics do you feel are necessary for success as a technician?
30. What was your school grade point average? Do you feel you have done your very best in your studies at school?
31. Tell me about a time when you had to “think fast” to handle a difficult situation and solve the problem. What was the result?
32. Tell me about the most challenging customer service experience you have run across in your work experience – with someone who was angry and upset. Tell me what your approach was and what the result was.
33. How do you handle stress? Give an example of such a situation and the outcome.
34. What’s your opinion of people with backgrounds and interests that are different from your own? How do you work with them?

**Supervision – Working Independently:**

35. Tell me about your last performance review. What things were mentioned that were positives? Also, what areas did it say you needed to improve in?
36. What kind of supervisor do you like to work for?
37. Tell me about a problem you have had with one of your manager’s or teacher’s decisions. How did you respond? What was the final resolution?
38. Have you ever had a supervisor you didn’t like? What did you do?
39. How do you respond to others who assess and comment on your work?
40. Can you take instructions without becoming upset?
41. How do you determine task priorities in scheduling your time? Give examples.
42. Describe your thought process and approach in solving a problem.
43. When you have a decision to make, how do you ensure that you make the best possible decision?
44. Tell me how you keep track of all your work assignments, plan your workflow, and ensure that they all get done by the deadline assigned.

## **Career:**

45. Why did you choose a career as a heavy equipment technician?
46. What were factors in your choosing to attend your college or technical school?
47. What courses did you like best? Which did you like least? Tell me why?
48. What qualifications do you have that make you feel you would be successful as a technician with our company?
49. What do you think determines whether a person succeeds or fails in a particular company? What determines a person's career advancement?
50. What job responsibilities do you most enjoy? Which do you enjoy the least? Why?
51. Where, as to specific geographic locations, are you interested in working? Why?
52. What do you do to stay current on the latest heavy equipment technology and work processes?
53. What are you looking for right now in a job?
54. What are your future career plans? Where do you want to be in 5 years? Or ten years?

## **Employment:**

55. Give me a brief description of the jobs you have had. How did you find each of these jobs; why did you leave?
56. What did you like best about your last job? What did you like least?
57. What was your greatest accomplishment at your last job? What was your biggest failure there and what did you learn from it?
58. What is your opinion of your previous employer(s)?
59. Please describe the ideal employer/employee relationship from your perspective?
60. What is your opinion of your previous supervisor(s)?
61. What are the most important things you have learned from jobs you have previously held?
62. Will your previous employers provide recommendations?

63. Have you ever trained anyone in the technical expertise needed by technicians?

64. Do you have supervisory experience? Please describe.

**Working At Your Company:**

65. How did you hear about our company?

66. Why do you want to work for our company?

67. Why should we hire you?

68. What do you know about our company?

69. What do you find particularly interesting about our company and its products and services?

**Salary and Other:**

70. What are your salary expectations?

71. What was your compensation at your last job? (Base pay, bonuses, overtime, etc.)

72. Do you have a car or some other reliable form of transportation for getting to and from work?

73. Do you like business travel? What percentage of time are you willing to travel?

74. Are you willing to relocate? Where?

**Follow-up:**

75. What questions do you have for me?

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