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As excited as you can be for that great job interview coming up, you're probably also nervous-and we all know it's hard to watch and sound impressive when your heart is pounding and your brain is going into fighting-or-flight mode. But don't be afraid, because a few simple preparations will change the world. If you go feeling more confident, you may even find yourself enjoying the conversation. These are some of the most common interview questions you need to be prepared for. They are also some of the trickiest one to answer. Interview 1. Interviewers usually bring this one, and while it should be the easiest answer for everyone, sometimes it's the hardest. Your mind starts flipping through endless charges, trying to pick out some important facts. Is the interviewer looking for a simple, no-nonsense answer? Are they looking for something that will wow them? Do they actually want to know about their passion for cheese, or should you save that for another interview? How not to answer: Well, my Pre-gram number / Myers-Briggs type/star character is I'm the seventh of nine children... I grew up in Tulsa and went back to the holidays from time to time. . . . I'm a bit of an owl... I seem to be saying the obvious, but you'd be surprised how many people draw blankly in conversation and start reading their autobiography. There is nothing wrong with giving personal information, but at this stage of the game they should combine the work in some way. (Of course, if the interviewer asks about your family or hobbies, it's different). How to respond: Here's a deal-rental manager trying to get a sense not only of who you're as a person, but how truly passionate you are about this role. Keep it relevant and let your passion come through your field. You ready to find your dream job? We'll show you how. Prepare for this question by wondering how you got there today—what forced you to continue this career and this work? Why do you care about this job? Consider your answer somewhat this way: I've loved ___ for as long as I can remember. I really wanted to continue to develop my skills in what I by _____. This eventually led to opportunities to do ____, ____, and ____. Now I want to bring that experience and knowledge into this company so I can help as many people as possible. Obviously, that's going to change according to your story. But as a general rule, try adding details about your past experience in the field and connect it to why you're doing what you're doing now and where you want to go from here. Interview Question Two: Why did you leave your last job/ why would you want to leave your current job? This is another of the most common interview questions (and one of the most likely candidates to be assembled). The best practice is to be honest, but don't go into all the spooky details (when asked for more information). If you are easy to explain for a reason that your job was a seasonal post or your family needed to be resettled, excellent! If it was a more complicated situation, there are some to do and do not. How not to answer: You don't think how terrible my last boss was. My co-workers were petty and talking behind me. I always had to work late and on weekends, and I got sick of it. My manager yelled at me when I was even five minutes late for work. They really didn't know what they were doing as a company. I didn't get a chance to lead the meeting. Or a project. Or something. All of these can be very true reasons why you quit (or they were asked to leave). I want you to be honest, but you must also be careful with the tone and wording of your answer. You should never sound like you're complaining, whining, or bad-mouthing your former boss or peers, even if they made your life miserable. Even if you're fired, there's a better way to approach the subject. How to respond: The most important thing for an interviewer to know is that no matter what happened, you learned and grew it and are actively working to improve progress. Try to frame the real reason for leaving within positive statements, explaining what you learned and how you plan to use this information in the future. For example, if you left because of a bad working environment, you could say something like this: I work best in a corporate culture where everyone is supportive and honest, and unfortunately I realized that there were some bigger problems in the company that didn't line up my values. But I'm grateful for the experience and learned that a healthy corporate culture is an important part of job-seeking for me. If you were allowed to go, you could say something like this: I was excited to try a new job and thought I would be a good fit for it because of my skills ____ and my previous experience ____. But when I started working, I found that I misunderstood the work requirements and there should have been more communication at the front end about the skill level needed for this particular job. My manager and I agreed that I was not fit, but in the meantime I have been working on my communication skills and honing my craft in other areas by doing _____. Regardless of the situation, remember to go with attitude of humility and positivity. And never lie about your experience - for a recruitment manager, the truth is only one phone call away. Interview Question 3: What is your greatest weakness/strength? Now comes the awkward part where you can feel like you're either throwing yourself under the bus or screaming your praise on the roofs. With the right approach and wording, you do not have to do either of them. Just like why you left your job a question, it's best to be honest and show how you work to overcome weakness (but don't need to unpack all the emotional baggage). For strengths, be modest, but know the value of your skills. NO ANSWER: I don't really have any weaknesses. I was better at study than anyone else in my last company. I get mad when people don't fix things the first time. I have time management problems, and it always seems to be left behind. I'm a perfectionist. How to answer: When talking about strengths, try not to give general answers. Everyone says they're hard workers and like to do a good job. Instead, find the personal traits and skills that have been gained from experience that distinguish you and make you a valuable asset for your business. Keep in mind the job description for this answer and try to highlight the strengths you really have that match what they're looking for. Instead of simply naming strength, consider, for example, the time when you have used it in an activity or a person who has noted that strength for you. For example, you might say something like this: My former manager told me that he didn't know what the team would do without my communication skills and the ability to solve the problem in difficult situations. In fact, although I wasn't in the lead role, he asked me to run a number of projects for him. So you come across as humble and confident! When speaking of weaknesses, show that you are self-conscious enough to know where your areas of concern are. Then explain how you deal with this weakness and how you work to fix it. For example: I do not have great details. I'm a big-picture thinker and I'm all about the action, which is why I sometimes gloss over the small-but-important stuff. I've been challenging myself to ask more specific questions and make sure I have all the data before loading the project that I'm excited about. Interview question 4: What kind of salary would you expect to make? Talking about pay is never very convenient. No one wants to sell themselves short, but sometimes people are also afraid of naming a number that seems ridiculously high for an interviewer. Some companies may require you to exact a number, or at least an expectation of a salary band, so be prepared with some numbers just in case. If they don't, you don't have to name a number. This can automatically limit your quoted number when your company may be willing to pay more. Do your research job search sites like Indeed or Glassdoor find out what the market value is for this position. Then, when asked, to say something about my expectation is that I paid the market value. Interview Question 5: Of all the applicants, why do you think you should get a job? When it comes to this joint interview question, you have to be prepared to justify why you're a very fit company instead of just listing the strengths. It can be scary to think of all the other people who are pursuing this position and how you may or may not measure up to them. Instead of focusing on the comparison, focus on what you're creating in the table and what value it would create for your business. How NOT TO Um... I have a lot of experience. I'm accurate. I'm a fast learner. I know I'd do a better job than anyone. You do not want to repeat the list of strengths previously told to the interviewer, and you also do not want to say anything that all the other candidates say – even if it is true. There may be over a thousand people who are applying for this job, who are as accurate as you. What makes you different? How to respond: Your strengths may certainly be part of your answer, but they shouldn't be your whole answer. Think of all the checkpoints you'd be looking for if you were a recruiting manager. Does this person fit well with the culture of the company? Do they have competitive experience? Do they care about our mission? Do they go further and further in their work? Then find a way to briefly touch all these points. Your answer should sum up your passion for the company, how your unique combination of skills and strengths would bring value to how your past jobs are equipped to give you this one, and all the great achievements you've had in your field that would put you apart from other candidates. Add other meaningful details that indicate that you have personally invested in this role. It's your time to be brave! Keep in mind that it's important to include specific examples to back up what you've said. The interviewer simply does not want to hear information about you; They want to know why this information makes you the best person for this job. Questions you should never ask in your interview with an interviewer are not the only ones who will ask questions in your interview! Any good hiring manager will ask if you have any questions, and you should be willing to ask some. There are a few questions, though, that send the wrong message to your interviewer and can seriously damage your chances of moving forward with the hiring process. Here are some examples: How much sick time/vacation can I get? If I can get all my classes in, can my schedule be flexible? Do you check your employees' social media accounts? What's politics when I'm late? What exactly is this company doing? How soon can I get out of this position? How often do you give your employees a raise? Are you testing all your employees? How many warnings do you give before you fire someone? Hopefully I don't have to explain why these are not big questions. Just use common sense and don't ask questions about wages, benefits or anything that makes you sound like an escaped prisoner, and you'll just be fine! Relevant questions from the interviewer: which people are successful here? How is my performance measured and how often do I get feedback about my work? Do any crew members work remotely? (Depending on your post, you can wait until the second or third conversation to ask.) What is corporate culture like and can you give me some examples of how it plays out in a typical work week? Does this company offer training or professional development? Questions like these show you are eager to learn and excited about the opportunity. If you need more tips on standing through the hiring process, check out my Get Hired Digital Course. This is an online video course packed with 11 stories to give you the tools and strategy you need to get noticed and get closer to your dream job. Work.