



Name of the bundle	Proficient Bundle V2	Subject	Corporate Skills
Topic	Commonly asked HR Questions	Last updated on	27 February 2024

Multiple Choice Questions on Commonly asked HR Questions.

Choose the correct option for each question.

1. What does the candidate emphasize as a key strength in their introduction?

- a. Resistance
- b. Voice quality
- c. Inadequacy
- d. Communication skills

Ans: d. Communication skills

2. What is the primary focus when responding to "Tell me about yourself" in a job interview?

- a. Personal hobbies and interests
- b. Detailed family background
- c. Academic achievements and Professional experience
- d. Grades and Skills

Ans: c. Academic achievements and Professional experience

3. Which company is mentioned in the candidate's most recent role during the introduction?

- a. Unspecified
- b. Previous Company
- c. Prospective Company
- d. Your Company

Ans: b. Previous Company



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4. Why is it essential to show that you work for the good of the team rather than just for yourself?

- a. To appear self-centered and ambitious
- b. To impress the interviewer with personal achievements
- c. To demonstrate collaboration and contribute to overall team success
- d. To avoid answering the question about teamwork

Ans: c. To demonstrate collaboration and contribute to overall team success

5. What is the candidate looking forward to in the future, based on their introduction?

- a. Achieving personal goals
- b. Pursuing higher education
- c. Contributing to [Prospective Company]
- d. Starting their own business

Ans: c. Contributing to [Prospective Company]

6. What is the key focus when responding to the question about why you are the right candidate for the job?

- a. Personal achievements
- b. Past job titles
- c. Demonstrating how your skills will benefit the company
- d. Discussing unrelated experiences

Ans: c. Demonstrating how your skills will benefit the company



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7. How should a candidate balance confidence and humility when answering this question?

- a. Sounding overly confident to impress the interviewer
- b. Projecting an air of smugness to assert dominance
- c. Being confident while acknowledging the team's importance
- d. Expressing self-doubt to appear humble

Ans: c. Being confident while acknowledging the team's importance

8. In a self-introduction, why is it important to keep personal details brief?

- a. To create a sense of mystery
- b. To maintain professionalism
- c. To showcase personal achievements
- d. To impress the interviewer with personal anecdotes

Ans: b. To maintain professionalism

9. If you struggle under pressure, what should be your approach in responding to the question?

- a. Deny any struggles and insist on your ability to handle pressure
- b. Share specific instances of breakdowns under pressure
- c. Acknowledge the struggle, focus on improvement, and highlight your strengths
- d. Refuse to answer the question

Ans: c. Acknowledge the struggle, focus on improvement, and highlight your strengths



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10. What is the importance of researching and preparing an answer for your salary expectation?

- a. To demand a higher salary
- b. To demonstrate flexibility and knowledge of your worth
- c. To avoid answering the question
- d. To insist on a fixed salary amount

Ans: b. To demonstrate flexibility and knowledge of your worth

11. What is the recommended tone while discussing your ability to work under pressure?

- a. Overly positive, regardless of past experiences
- b. Negative, to set realistic expectations
- c. Honest, but with a positive focus on improvement
- d. Avoiding the question altogether

Ans: c. Honest, but with a positive focus on improvement

12. How can demonstrating flexibility in your salary expectation be perceived by the employer?

- a. As a lack of confidence
- b. As a positive trait indicating adaptability
- c. As a sign of indecisiveness
- d. As an attempt to hide your true expectations

Ans: b. As a positive trait indicating adaptability



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13. What is the purpose of researching industry's salary standards before stating your expected compensation?

- a. To demand a higher salary than industry standards
- b. To have a clear understanding of your own worth
- c. To avoid answering the question
- d. To memorize fixed salary figures

Ans: b. To have a clear understanding of your own worth

14. How can a candidate express knowledge of their own worth while discussing salary expectations?

- a. By refusing to answer the question
- b. By providing a vague range
- c. By clearly articulating their skills and experiences
- d. By stating a fixed, non-negotiable amount

Ans: c. By clearly articulating their skills and experiences

15. What is the recommended approach when asked about salary expectations?

- a. Avoid the question and ask about other benefits
- b. Provide a fixed salary amount without negotiation
- c. Articulate a clear range based on industry standards and on your own research
- d. Insist on receiving the highest possible salary

Ans: c. Articulate a clear range based on industry standards and on your own research



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16. What is a key aspect to emphasize when talking about your ability to work under pressure?

- a. Highlighting past failures under pressure
- b. Discussing personal stress levels
- c. Explaining your method of keeping yourself calm
- d. Avoiding the question

Ans: c. Explaining your method of keeping yourself calm

17. How should you assure the interviewer that you can handle pressure during the interview?

- a. By stating that pressure doesn't affect you at all
- b. By sharing personal anecdotes of past stressful situations
- c. By highlighting specific strategies you use to manage pressure
- d. By refusing to acknowledge the impact of pressure

Ans: c. By highlighting specific strategies you use to manage pressure

18. What is the importance of being honest about your ability to work under pressure?

- a. To impress the interviewer with your transparency
- b. To set realistic expectations and build trust
- c. To avoid answering difficult questions
- d. To appear vulnerable and relatable

Ans: b. To set realistic expectations and build trust



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19. Why is it important for interviewees to possess the quality of being a team player?

- a. Because it's a common interview question
- b. To ensure they always get credits for their work
- c. To work comfortably as part of a team in any company
- d. To avoid working with others

Ans: c. To work comfortably as part of a team in any company

20. What is the desired tone when answering the question about being a team player?

- a. Negative, to appear independent and self-reliant
- b. Positive, emphasizing the ability to work well with others
- c. Neutral, avoiding any strong stance on teamwork
- d. Evasive, refusing to answer the question

Ans: b. Positive, emphasizing the ability to work well with others

21. What is the purpose of the question, "Where do you see yourself in five years?"

- a. Inquiring about personal life goals
- b. Discussing personal hobbies
- c. Evaluating long-term career objectives
- d. Asking about travel aspirations

Ans: c. Evaluating long-term career objectives



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22. Why does the interviewer ask about your biggest weaknesses?

- a. To trick the interviewee
- b. To assess self-awareness and improvement efforts
- c. To highlight the candidate's shortcomings
- d. To create a negative atmosphere during interview

Ans: b. To assess self-awareness and improvement efforts

23. What is the purpose of choosing a weakness that will not prevent you from succeeding in the role?

- a. To downplay your qualifications
- b. To avoid answering the question
- c. To showcase self-awareness without raising red flags
- d. To appear overconfident

Ans: c. To showcase self-awareness without raising red flags

24. How should you approach while discussing your weaknesses during an interview?

- a. Downplay weaknesses and focus on strengths
- b. Be brutally honest about all weaknesses
- c. Avoid discussing weaknesses altogether
- d. Acknowledge a genuine weakness and discuss improvement efforts

Ans: d. Acknowledge a genuine weakness and discuss improvement efforts



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25. Why is it important not to underestimate yourself when discussing weaknesses?

- a. To appear arrogant
- b. To avoid addressing weaknesses
- c. To maintain a positive and realistic self-image
- d. To downplay achievements

Ans: c. To maintain a positive and realistic self-image

26. What should be the focus when discussing actions taken to transform weaknesses into strengths?

- a. Deny any weaknesses and focus on strengths
- b. Discuss unrelated accomplishments
- c. Highlight specific efforts to improve and grow
- d. Refuse to discuss weaknesses

Ans: c. Highlight specific efforts to improve and grow

27. What is the recommended approach when discussing your knowledge of the company during an interview?

- a. Provide extensive details about your personal achievements
- b. Keep the response brief while being informative about the company
- c. Refuse to answer and state that you need more information
- d. Focus solely on your own qualifications

Ans: b. Keep the response brief while being informative about the company



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28. What should be the focus when talking about the company's praises during an interview?

- a. Discussing only negative aspects
- b. Avoiding any mention of the company's achievements
- c. Highlighting positive aspects and accomplishments
- d. Stating that you have no information about the company's praises

Ans: c. Highlighting positive aspects and accomplishments

29. Why is it important to know about the company's present and future projects?

- a. To impress the interviewer with irrelevant information
- b. To demonstrate knowledge of the company's history only
- c. To show interest in the company's current and future endeavours
- d. To avoid answering questions about the company's projects

Ans: c. To show interest in the company's current and future endeavours

30. How can you show enthusiasm for the company during the interview?

- a. Expressing disinterest in the company's projects
- b. Avoiding any mention of the company's achievements
- c. Stating that you have not researched about the company
- d. Demonstrating excitement about the company's present and future initiatives

Ans: d. Demonstrating excitement about the company's present and future initiatives



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31. What is the focus when selecting the achievement to mention during the interview?

- a. Unrelated personal accomplishments
- b. Achievements that highlight your individual success only
- c. Achievements related to the company's need
- d. Refusing to discuss any achievements

Ans: c. Achievements related to the company's need

32. Why is it important to research the company before an interview?

- a. To discuss personal preferences
- b. To impress the interviewer with unrelated information
- c. To tailor responses to the company's values and goals
- d. To avoid any mention of the company

Ans: c. To tailor responses to the company's values and goals

33. How can you demonstrate the relevance of your achievement to the company's needs?

- a. By discussing achievements from unrelated fields
- b. By avoiding any mention of achievements
- c. By clearly articulating how your achievement aligns with the company's requirements
- d. By refusing to provide specific examples

Ans: c. By clearly articulating how your achievement aligns with the company's requirements



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34. Why is it important to explain your hobbies in a way that highlights skill development during an interview?

- a. To avoid discussing hobbies altogether
- b. To impress the interviewer with unrelated interests
- c. To demonstrate how hobbies contribute to skill enhancement
- d. To maintain a mysterious image

Ans: c. To demonstrate how hobbies contribute to skill enhancement

35. What should be avoided when mentioning hobbies during an interview?

- a. Talking extensively about unrelated personal interests
- b. Being vague and mysterious about your hobbies
- c. Discussing hobbies that are considered flawed
- d. Refusing to answer the question

Ans: c. Discussing hobbies that are considered flawed

36. Why is it recommended to mention something you are learning or a current interest when discussing hobbies?

- a. To appear uninterested and disengaged
- b. To keep the interviewer guessing about your interests
- c. To showcase a continuous commitment to personal development
- d. To avoid discussing hobbies altogether

Ans: c. To showcase a continuous commitment to personal development.



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37. Why is it advisable to convey flexibility and adaptability when discussing the working environment during an interview?

- a. To emphasize a rigid approach to work
- b. To showcase an unwillingness to adapt
- c. To demonstrate openness and versatility
- d. To insist on specific work conditions

Ans: c. To demonstrate openness and versatility

38. What should be avoided when describing the kind of working environment you work best in?

- a. Using words like "cool" or "relaxed"
- b. Emphasizing the need for a low-stress environment
- c. Refusing to answer the question
- d. Stating a preference for a highly stressful environment

Ans: a. Using words like "cool" or "relaxed"

39. What does it mean to convey flexibility regarding the working environment?

- a. Insisting on specific conditions
- b. Showing openness and adaptability
- c. Refusing to discuss personal preferences
- d. Stating a fixed preference for a particular environment

Ans: b. Showing openness and adaptability



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40. Why does a hiring manager ask about your future plans during an interview?

- a. To assess your interest in unrelated fields
- b. To create a negative atmosphere during interview
- c. To ensure your professional ambitions align the with company's goals
- d. To trick the interviewee

Ans: c. To ensure your professional ambitions align with the company's goals

41. When asked, "Why do you want to work for this company?" What should your response focus on?

- a. Discussing personal interests
- b. Providing a generic response applicable to any company
- c. Highlighting your professional goals
- d. Avoiding any reference to the company

Ans: c. Highlighting your professional goals

42. Why do interviewers ask about the candidate's expected duration with the company?

- a. To create a negative atmosphere in the interview
- b. To ensure the candidate is committed to a long-term position
- c. To trick the interviewee
- d. To discourage candidates from applying

Ans: b. To ensure the candidate is committed to a long-term position



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43. How should a candidate approach while answering the question about their expected duration with the company?

- a. By providing a fixed time frame, regardless of the job fit
- b. By refusing to discuss future plans
- c. By clearly articulating commitment to a long-term position if the job is a good fit
- d. By stating they have no plans for the future

Ans: c. By clearly articulating commitment to a long-term position if the job is a good fit

44. Why is it important for a candidate to express commitment to a long-term position if the job is a good fit?

- a. To impress the interviewer with unrealistic expectations
- b. To discourage the interviewer from considering other candidates
- c. To showcase genuine interest and commitment to the role
- d. To avoid answering the question

Ans: c. To showcase genuine interest and commitment to the role

45. Why does the candidate mention being a fresher in relation to relocation?

- a. To highlight lack of experience
- b. To emphasize a reluctance to relocate
- c. To provide context for their readiness to relocate
- d. To avoid discussing relocation altogether

Ans: c. To provide context for their readiness to relocate



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46. What interests you about this position?

- a. Salary and benefits
- b. Desire for a change
- c. Alignment with skills and career goals
- d. No particular interest

Ans: c. Alignment with skills and career goals

47. How do you handle tight deadlines and pressure?

- a. Procrastinate until the last minute
- b. Prioritize tasks and manage time effectively
- c. Seek help from colleagues
- d. Ignore deadlines

Ans: b. Prioritize tasks and manage time effectively

48. How would you describe a challenging situation at work or school that you handled?

- a. Avoid discussing challenges
- b. Share specific situation and resolution
- c. Invent a fictional scenario
- d. No response

Ans: b. Share specific situation and resolution



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49. How do you handle constructive criticism?

- a. Take it personally
- b. Ignore it
- c. Use it as an opportunity for improvement
- d. Respond defensively

Ans: c. Use it as an opportunity for improvement

50. How do you stay updated on industry trends and developments?

- a. Through social media
- b. Reading industry publications
- c. Attending conferences and webinars
- d. All of the above

Ans: d. All of the above