

### Competency Based Interview Questions

CBI is an interviewing technique used so that you can best show how you would demonstrate certain behaviour and skills.

When interviewers ask competency based questions, they want you to talk about how you have actually tackled real problems in the past. From this, they are trying to infer how effectively you would tackle future problems if they were to offer you the job.

In responding to a competency-based question, the most important principle is to – give a real example of something that actually happened to you!! Don't talk in broad terms about how you generally tackle those sorts of situations. Talk specifically!!

Once you have talked about the example, the interviewer will probably ask you further questions on it so be ready to talk!!

Competency based questions will usually consist of one of the following:

Tell me about a time when you....  
Give me an example of a situation where...  
Describe a scenario...

When answering competency based questions use the **STAR** model, address:

**Situation** – identify the example/scenario

**Task** – outlining the task objective

**Action** – assessing what actions were taken to achieve the objective

**Result** – the outcome

#### Competencies Employers will look for include:

- > Communication Skills
- > Delivering Results
- > Interpersonal Skills
- > Use of Initiative
- > Planning and Organising
- > Analytical Thinking
- > Strategic Thinking
- > Building Relationships
- > Developing Others
- > Team Work

**GOOD LUCK!**



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