



## **Hire for attitude, train for skill**

Date: \_\_\_\_\_ Name: \_\_\_\_\_ Position: \_\_\_\_\_

The interviewing and selection process should model the culture of the organization.  
Hire employees based on the GM behavioral values

Talk about the GM organization and position. Share the GM behavioral values.

To keep in mind during the interview process: Hire someone who you could see yourself working FOR someday.

1. Tell me about your life-history. How did you get to where you are in your life now
2. Why are you looking to leave your current position / company  
(this should tell us A LOT about the applicant so go deep on this discussion)
3. Why did you leave your prior job before that -
4. What motivates you to perform at your highest level
5. What discourages you
6. Would you describe yourself as a disciplined person, give me an example of an area of your life where you are disciplined?
7. If I had the 3 people who know you best in the room right now, and I asked them to describe you, what would they say
8. What do you do in your spare time? (If they play at what they are hired to do, they will be passionate in their job.)
9. Did you set any new years resolutions? If so, what were they
10. What interests in about this position
11. "If we were to sit down 6 months from now, what would have to happen to make you feel happy with your success or progress
12. What is the most generous thing your current company has ever done for you

13. Are you a reader? If so, what are the last 3 books you have read
14. How does it make you feel to know that GM was founded on 'Christian principals' and can you work under that philosophy?
15. What about your current job is most rewarding for you
16. Tell me about a time you gave great customer service
17. What do you find most frustrating about your current job / organization / boss
18. Describe your ideal working environment / boss
19. Are there any distractions in your personal life that could keep you from doing your best work?
20. What role do fellow employees play in your satisfaction at work
21. What makes you laugh / describe your sense of humor
22. Tell me a joke
23. If you could have lunch with any person, living or dead, who would it be
  - a. Why that person?
24. Which of these do you desire most for yourself:
  - a. Happiness? Goodness? Success?
25. Why did you leave your last job
26. Tell me about a disappointment or disagreement you've had with a boss and what happened?
27. Name two weak points of a previous boss.
28. Name two instances where a supervisor criticized you.
29. Where do you want to be personally & professionally in 24 months
30. Where do you get your values
31. What are 3 things that you need to improve on
32. What have you done in the last 6 months to improve yourself
33. Describe a situation where your honesty was tested
34. Describe a situation where you solved a problem in your last position
35. What accomplishment are you most proud of?

36. What are your biggest regrets in life?
37. The electrical bill is \$300.00. The old tenant lived there 7 days. The unit was vacant 7 days. The new tenant moved in. Who owes what, and who pays whom?
38. What are the federally protected classes?
39. What question should I have asked you, that I have not?
40. On a scale of 1-10 rate your:
- |                                   |                                   |
|-----------------------------------|-----------------------------------|
| optimism: _____                   | self confidence_____              |
| ambition_____                     | ability to face rejection_____    |
| persistence_____                  | time management skills_____       |
| organization_____                 | self improvement_____             |
| closing skills_____               | ability to read other people_____ |
| personal integrity_____           | work ethic_____                   |
| self discipline _____             | attention to detail _____         |
| ability to laugh at yourself_____ | financial health _____            |
| relationships with friends _____  | Decisiveness _____                |
41. On a scale of 1 to 10, how luck are you in life?\_\_\_\_\_
42. Have you ever sued anyone?
43. What is your ultimate dream job?
44. Tell me about your family.
45. What questions do you have for us about either the position or the company?

**For GM:**

**Is the applicant:**

**Mature:**

**Intelligent:**

**Have a high emotional quotient (EQ)**

**Able to connect with others well?**

**Stable: test**