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## Interview Questions & Sample Excellent Responses:

### 1. How would you describe yourself?

Sample excellent response: My background to date has been centered around preparing myself to become the very best financial consultant I can become. Let me tell you specifically how I've prepared myself. I am an undergraduate student in finance and accounting at \_\_\_\_\_ University. My past experiences have been in retail and higher education. Both aspects have prepared me well for this career.

### 2. What specific goals, including those related to your occupation, have you established for your life?

Sample excellent response: I want to be working for an excellent company like yours in a job in which I am managing information. I plan to contribute my leadership, interpersonal, and technical skills. My long-range career goal is to be the best information systems technician I can for the company I work for.

### 3. How has your college experience prepared you for a business career?

Sample excellent response: I have prepared myself to transition into the work force through real-world experience involving travel abroad, internship, and entrepreneurial opportunities. While interning with a private organization in Ecuador, I developed a 15-page marketing plan composed in Spanish that recommended more effective ways the company could promote its services. I also traveled abroad on two other occasions in which I researched the indigenous culture of the Mayan Indians in Todos Santos, Guatemala, and participated in a total language immersion program in Costa Rica. As you can see from my academic, extracurricular, and experiential background, I have unconditionally committed myself to success as a marketing professional.

### 4. Please describe the ideal job for you following graduation.

Sample excellent response (equates ideal job with job he's interviewing for): My ideal job is one that incorporates both my education and practical work skills to be the best I can be; namely combining my education in finance with my working knowledge of customer service operations, entrepreneurial abilities, computer skills and administrative skills. I want to utilize my analytical expertise to help people meet their financial goals. This is exactly why I am convinced that I would be a very valuable member of the Merrill Lynch team.

27 Manchester Road, Lusaka,  
ZAMBIA  
7 February, 2009

The Country Director,  
DG Investments,  
P.O. Box 333777E,  
LUSAKA,  
ZAMBIA

Dear Sir or Madam,

**Ref: Application for Sales Executive**

I am applying for the position of Sales Executive which was advertised in the Guardian Newspaper dated 6 February, 2009. I would very much love to use the experience I gained working as a Sales representative to help DG Investment realize excellent clothing sales.

I recently graduated from the Copperbelt University with a diploma in Marketing. During my final year at the university, I worked with MTN as a sales representative for a period of four months. During those months, I learnt valuable lessons on marketing strategies that could be very useful to your company.

I developed excellent communication skills back at school, and I was used often to give speeches in behalf of the school on important occasions.

I am a very social person and my cheerful disposition has made it easy for me to make a good number of friends. This could be an added advantage as human interaction is what makes the sale industry a success. Details of my qualifications are in the enclosed CV.

I am looking forward to meeting you as soon as I am considered to further discuss my qualifications and experience. You may reach me at these two numbers: 09442233 or 09223311.

Yours faithfully,

George Mapenzi

## Why did you select accounting as your profession?

Well, I was quite good in accounting throughout but in my masters, when I got distinction I decided to adopt this field as a profession.

### Related materials:

- 150 accounting interview questions
- <http://4career.net/top-12-secrets-to-win-every-job-interviews>
- <http://4career.net/free-ebook-75-interview-questions-and-answers/>



But interviews can become even more awkward when the discussion turns to money. However, this cannot happen overnight. What methods have you used for estimating bad debt? Companies want to hire people who are passionate about their work. Don't Start with Exact Numbers When you have the actual discussion regarding your potential salary, avoid providing any specific numbers. Unfortunately, you can't avoid it talking about it, but you can easily learn the right ways to approach the subject during your interview. If an interviewer asks how much you want to make working for the company, respond with a range based on your research. If you know someone who works for the company, find out if he or she knows what the company currently pays people in similar positions. Both are powerful and responsive solutions that offer easy and effective ways to manage accounting process for business. Recruiters are looking for you to display your sense of responsibility to think of examples unique to you, especially where you can demonstrate a successful outcome. Where to get help? You may go into an interview thinking you deserve a particular amount but end up quoting a lower range because you feel intimidated by the requirements or responsibilities. 5. Conclusion An interview for an accounting graduate job can be nerve-racking. It is vital to brush up on your accounting knowledge before the big day. Before the big day, go online and check out sites like the Bureau of Labor Statistics or Glassdoor to find out what key companies pay for similar positions as well as what people in your area typically earn. This is a typical interview question for interviewers to determine whether you would be a good fit for the role and what you are looking for in next job. It's a subject that is private and not suitable for "polite" conversation — or so you've always been told — so the topic is guaranteed to make you squirm. Cloud accounting is used in every business; therefore companies will look for candidates with the expertise that will aid them. There is no point saying something with no proof: it just sounds weak. For example, you could say, "I recently completed XERO accounting software training and I look forward to apply those skills into this job." Additionally, you can also mention that you are motivated with the challenges you encounter and make sure to support your statement with some real-life examples. Examples of resilience, co-operation and professionalism are some things recruiters will be looking out for. You are held to a high standard and the margin for error is tiny. Why do you choose to work in Accountancy? The skills acquired from schooling are inept without the skills to carrying out a sound interview. These questions are designed to gain an insight of how you analyse and comprehend information in a given time as well as reveal the level of understanding of your knowledge and could open a dialogue about how you may handle a scenario linked to the question. 3. This question can be a way to show how you are qualified for this job. How do you manage high-stress environments? Demonstrating how you priorities multiple responsibilities is crucial. The accounting field can be deemed as monotonous and meticulous- something that many people would stay away from. If the interviewer asks how much you currently make, you don't want to lie, but if you feel the answer could have a negative impact on the interview or your future earnings, express that honestly but respectfully. Employers know that salary is a factor, but you need to show the interviewer you enjoy your work for reasons beyond the paycheck. In today's job market, knowing just theoretical knowledge is not enough. It's also important to know how much you're "worth," based on your experience, skills and education, but you shouldn't appear arrogant during the conversation. Allow the interviewer to bring the topic up first. The two big players in the Australian accounting market are Xero and MYOB. Especially, for a typical accounting job, you would often need to juggle between different work and project deadlines. 2. There are various aspects that make a perfect candidate and presenting yourself well in an interview is the most important. Don't be afraid to say you want to know more about the job before getting into a salary discussion. Keep in mind that it's actually illegal for a company to ask how much you currently make in many cities and states. If you need to brush up on your accounting skills, learn in depth about accounting software as well as your soft skills. BLC Training and Internship is the one stop solution for all. Small mistakes can lead to large financial issues. In a career where working on multiple things at the same time with deadlines very close together, it can be quite stressful. But Don't Make It Your Motivating Factor Again, the best time to discuss money is at the end of the interview, usually after the interviewer brings it up. What are three examples of common budgeting methods? 8. What challenges are you looking for in this role? If you would like to find out more or require training on accounting software like Xero and MYOB, we are here to help. If you're the one who has to introduce the topic, don't do it in a way that makes it sound like money is your motivating factor for working there. Get in touch with one of our friendly staff members to book a free trial class today! MORE FROM ASKONEY.COM Among many questions that can be asked, questions that directly correlate to the elements, principals, and process of accounting is bound to surface. If you're asked about salary expectations before or at the beginning of an interview, it's okay to delay your response. For example, you might say "I have a dedicated work ethic with my time management skills" and just ending it there is useless. As a profession that deals with the methodical and precise way of recording and reporting, room for error can be large. CCO/Tumisu/Pixabay Job interviews are usually stressful. What are your strengths? At BLC, we helped many accounting graduates to kick start their dream career in Australia just like you. The key to answer this question is to present to the interviewers that how you skills and experience can be effectively utilised in this position. Take how much you need to make for daily living expenses into consideration, but don't appear desperate during the discussion. The best way to avoid awkward discussions about money and salary during your job interview is to go into it prepared. By identifying how you've played your part shows the confidence in your strengths appealing to many recruiters. Our recent blog about Make the Right Choice: Xero or MYOB provides a head-to-head comparison between these two software. These set of skills are a strong foundation of the progression of the business as collaboration in a corporate setting is crucial for the company. Some bring it up right away, while others may ask about your expectations before the interview or not mention it at all. Every interviewer has a different style. Try adding in "I have a dedicated work ethic with my time management skills by studying full time and juggling being the president of the student body and working a part-time job." 4. Having an idea of how much your skills are worth and what the company typically pays can boost your confidence during the salary discussion. If you stumble your words or can't speak clearly at the interview, it is not the end of the world. Textbook smart does not equal employable smart. How do you handle the minimising risk of error within your work? So conveying your passion in clarity is important to separate yourself from other candidates. Try to avoid this by knowing the job expectations and knowing what you want. Give an example of when you had to work as part of a team This question calls for how the team has improved or come back from a difficult situation due to your efforts and inputs rather than your role in leading a team's success. Always remember to do your research about the company and their culture and vision. How do you evaluate the reliability of the financial data you obtain? By sharing your strengths (and weaknesses), interviewers will be able to highlight your key skills that can bring benefit to the company. Keep in mind that recruiters hear a collection of answers and can read into the lines with ease, so always stay sincere with your answer. Ask for the amount you feel you're worth with confidence, and don't be afraid to negotiate. Find out if you're a good fit for each other, and prove that you're the right person for the job. Practicing different scenarios are crucial for an exceptional interview and will help you gain confidence in your answers and yourself as a candidate. Discover how BLC Training and Internship can help you with your Accounting career today. Recruiters want to hear that you have some sort of method for ensuring the accuracy of your work. Familiarising yourself with accounting software will grant the recruiter to know the ability of your skills and knowledge application in a practical sense. Then you can confidently bring up salary. 7. Listing your various duties such as work, school and hobbies are great examples of managing responsibilities. Examples can include and are definitely not limited to: How does an inventory write-down affect the three statements? 6. It's always best to discuss money at the end of the interview or at a second interview if multiple interviews are necessary. Which accounting applications and software are you familiar with? This question enables the interviewer to gain insight on your motivation for pursuing a career in accounting and why you are interested in the position. Know What You Want and Be Confident One mistake many job candidates make when discussing salary during an interview is selling themselves short. After all, you're selling yourself to a prospective employer, and a great first impression is critical. What are the three financial statements? So emphasis the importance of checking work and establishing checks and balances within a team is crucial when answering a question like this. Whilst explaining your strengths, be sure to list examples to prove your capability in the interview.

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