

Structured Interview Questionnaire for Managerial Positions

A **structured interview questionnaire** for managerial positions ensures consistency and fairness by asking all candidates the same set of relevant questions. This method enhances the reliability of the interview process by focusing on key managerial competencies and skills. It helps organizations effectively assess leadership potential and decision-making abilities.

Candidate Information

- Name: _____
- Date: _____
- Position Applied For: _____
- Interviewer: _____

Core Interview Questions

1. **Describe your management style. How do you motivate your team members?**

2. **Can you give an example of a difficult decision you had to make as a manager? What was the outcome?**

3. **How do you handle conflicts within your team?**

4. **Describe a time you implemented a significant change in your previous workplace. How did you manage the process?**

5. **How do you set objectives and measure team performance?**

6. **Tell us about a time when you managed multiple priorities simultaneously. How did you ensure success?**

7. **How do you ensure professional development for yourself and your team?**

8. **What strategies do you use to foster a diverse and inclusive environment?**

Competency Ratings

Competency	Excellent	Good	Average	Poor
Leadership	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Decision-Making	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Communication	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Team Management	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Problem Solving	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Additional Comments

Interviewer Signature: _____