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Interview Questions for HR Generalist Job Applicants

1. Why do you want to work as an HR Generalist?
2. What do you want to accomplish on this position?
3. Why do you want to work for us, and not for some other company?
4. How would you motivate an employee to work harder?
5. Have you ever interviewed anyone for a job? What questions did you use in the interview? Why did you use these questions?
6. If you were advertising a job offer, what would you emphasize on the offer?
7. Do you have any experience with payroll?
8. How important is paperwork for you?
9. An employee asks you for a raise, but you do not think they deserve one. What would you do?
10. How would you feel about dismissing someone you had good relationship with?
11. Here are two resumes of applicants for managerial position. Please, have a look at them and tell us which one would you prioritize, and why.
12. What factors do you consider before drafting any new HR policy?
13. How important do you consider collecting data and creating reports on staff performance?
14. How would you recruit the best talent?
15. Have a look at this working contract. What would you improve on it, trying to make it better from the perspective of the employer?
16. An employee submits a sexual harassment complaint. What steps would you take to look into it?
17. What are your strengths and weaknesses?
18. What is your opinion on the diversity in the workplace?
19. Do you have any experience with orientation and training of employees.
20. Describe a time when you struggled to build a relationship with someone important.
21. Describe a situation when you had a conflict with one of your colleagues.
22. How do you handle criticism?
23. Describe a situation when you struggled to communicate something to your colleague. How did you manage to get your message over?
24. Why should we hire you, and not one of the other applicants?
25. Do you have any questions?

Source and answers to all questions: <https://interviewpenguin.com/hr-interview-made-easy-book/>