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20 Interview Questions for Training Specialist Job Applicants

1. Why do you want to work as a Training Specialist?
2. Tell us something about your relevant working experience.
3. What goals would you set for yourself in this job?
4. How do you identify training needs? Walk me through a skills gap analysis.
5. How would you evaluate effectiveness of an educational program?
6. Do you prefer to outsource employees' learning, or organize in-house training?
7. What's the most challenging training scenario you have faced? What did you do?
8. Do you have any experience with creating budgets and calculating costs associated with training programs?
9. Things don't always work as expected in this job. How do you deal with disappointment?
10. How do you imagine a typical day in work?
11. This is a very busy place. How would you ensure that the schedule of training sessions does not interfere with other duties of employees?
12. What is your experience with e-learning as a training delivery method?
13. How would you train a new sales representative? Walk me through the process.
14. Could you create training materials/manuals from scratch? Do you think it is important to have customized training materials?
15. Describe a conflict you had with your colleague, someone you were training.
16. Describe a situation when you reached a goal and tell us how you achieved it.
17. Describe a situation when you had to motivate someone in work, for example one of the new hires.
18. Describe a situation when you faced a particularly demanding problem or challenge in your job.
19. Describe a time when you struggled to communicate something to your colleague, one of the new hires. How did you manage to get your message over?
20. Describe the biggest failure of your professional career.

Source and answers to all questions: <https://interviewpenguin.com/training-specialist-interview-guide-ebook/>