



Interview Date: _____ Time: _____ Time of Arrival: _____

Potential Hire: _____

1) Tell me about yourself. 8) Have you ever attempted a sale technique that didnt work?

2) How long have you been in sales? What was it?

3) What are your strengths and and weaknesses? How did you correct the problem?

4) What do you consider the most important traits in a sales rep? 9) What skill are you the most interested in improving or learning by working here?

5) What methods do you use to generate new client relationships? 10) For you, What do you think its important for a sales persons?

6) How do you go about making a client feel comfortable 11) What will be your goals as a sales person?

7) Do you prefer individual work or team work? 12) Are you bilingual? Understand or also read English?

Yes NO Yes NO

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Do they meet the requirements and job description? Yes NO Did they dress appropriately for the job interview?

Can you work at _____ location? Yes NO IDs provided / Verified record

Good or bad attitude

Notes:

