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## How To Handle Behavioural Interviews

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*Behavioral interviews are designed to assess how you've handled specific situations in the past and how you might approach similar situations in the future. Read on to learn some tips to help you prepare for a behavioral interview.*

### **UNDERSTAND THE JOB REQUIREMENTS**

Read the job description thoroughly to identify the key skills and competencies the employer is looking for. This will help you anticipate the types of behavioral questions you might be asked.

### **RESEARCH THE COMPANY**

Learn about the company's values, culture, and any recent news or developments. This information will help you align your responses with the company's values and demonstrate your interest in the organization.

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## IDENTIFY RELEVANT EXAMPLES

Review your past experiences and identify situations where you demonstrated the skills or qualities sought by the employer. Consider examples that showcase your problem-solving abilities, teamwork, leadership, adaptability, and other relevant competencies.

## USE THE STAR METHOD

When answering behavioral questions, structure your responses using the STAR method:

- **Situation:** Describe the context and background of the situation.
- **Task:** Explain the specific task or challenge you faced.
- **Action:** Detail the actions you took to address the situation.
- **Result:** Share the outcome of your actions and any

## BE SPECIFIC AND CONCISE

Provide specific details when describing your experiences. Focus on your personal contributions and the outcomes you achieved. Keep your answers concise and avoid rambling or going off-topic.

## BE HONEST AND AUTHENTIC

While it's important to present your experiences in the best light, avoid exaggerating or fabricating stories. Interviewers can often detect insincerity. Be yourself and share genuine examples that highlight your skills and abilities.

## PRACTICE WITH MOCK INTERVIEWS

Enlist the help of a friend, family member, or career counselor to conduct mock interviews. Practice answering common behavioral questions, receive feedback on your responses, and work on improving your delivery.

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# REVIEW COMMON BEHAVIORAL QUESTIONS

Familiarize yourself with common behavioral questions such as "Tell me about a time when you faced a difficult challenge at work and how you overcame it" or "Describe a situation where you had to work with a difficult team member"; Prepare thoughtful and well-structured responses for these questions.

## LISTEN CAREFULLY AND ASK CLARIFYING QUESTIONS

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## FOLLOW UP WITH A THANK-YOU NOTE

After the interview, send a thank-you note to express your appreciation for the opportunity. It's a good way to reiterate your interest in the position and leave a positive impression.

## LAST BUT NOT LEAST...

Remember, the key to success in a behavioral interview is to showcase your relevant skills, experiences, and achievements while providing clear and concise responses. Good luck!

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## **ABOUT CROWN & COMPANY**

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Our clients are members of a global network of regional market leaders, Fortune 500 organisations and prestigious Financial Institutions. Clients' recruitment briefs are successfully met by our team of experienced Consultants. Professional integrity is the key value on which our client relationships are built and the majority of our business is from personal referral. This is a testament to the high level of professionalism for which we are known for.