

- Disclaimer these questions are meant to act as a guide, please take the time to alter the questions to best suit your needs.

Cancer Registrar Interview Questions

Name of Candidate: _____

Date of Interview: _____

1. What prompted you to apply for this position?

2. What are the three most important things you are looking for in your current job search?

3. Almost everyone experiences difficulties that cause them to doubt their career choices. Describe a situation that made you wonder if you could succeed in your chosen career.

How did you respond? What action did you take?

What are the advantages and disadvantages of your career choice?

7. In our profession, failing to pay attention to details can result in poor quality work and bad data used for making decisions about cancer control. Please describe the last time you realized the quality of your work was suffering because you didn't have the time, energy or interest to attend to detail.

What type of work were you doing?

Why weren't you attending to detail?

What did you learn from the experience?

8. Describe for us the most challenging process or procedure that you later became competent or proficient at.

9. Describe how you measure performance.

10. Tell us about techniques you have utilized to help you learn effectively.

11. At some point in time, everyone has to deal with a customer or coworker that is difficult or demanding. Tell me about a person like this that you have dealt with.

What specific actions did you take to deal with them?

What worked and what did not work?

What, if anything, would you do differently?

12. Can you tell me how you handle interpersonal conflict?

What was the most difficult aspect of working with this individual?

How did you resolve the conflict?

If you did not resolve your differences, then why not?

Would you do anything different in that situation? Why?

13. Suppose a co-worker confides in you about something that they are doing or you observe that violates policy and could potentially harm the organization. How would you handle the situation?

Why would you take that approach?

Suppose that approach did not work, then what might you do?

14. Almost everyone is late for work at some point. Please tell me about the last time you were late for work.

What was the reason for being late? Has this happened before?

What steps do you think you could take to avoid this problem?