# Controller Interview Starter Guide

In this tool you will:
- Find sample questions designed to assess for Controllers
- Learn the tells of Controller vs. non-Controller candidates

## How to use this tool:
- Arm hiring managers with targeted questions designed to tease out Controller-like traits via the specific cues and tells of a Controller candidate

### Screen | Related Descriptors | Sample Questions | What to Look For | Red Flags
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**Freely Expresses Opinions** | Takes control | Tell me about a time you started a project and suddenly realized that a process you’ve been asked to follow didn’t make any sense. What did you do in this situation? | Examples Include:
- Having a firm opinion and being proactive about stating it
- Providing an authoritative view on potential solutions
- Always taking action right away when coming across a problem or having a task that needs to be done
- Confident that they are giving the right advice in their examples
- Excited to talk about own ideas
- Places importance on taking immediate action | Indicators of a Non-Controller:
- Examples showcase the candidate taking the lead from someone else
- Describes situations in which they prioritized consensus over action
- Expresses ambiguity about next steps or potential solutions to problems
- Avoid Candidates Who:
- Appears unwilling to listen to others’ opinions
- Are openly disrespectful of authority figures and peers

| Related Descriptors | Sample Questions | What to Look For | Red Flags |
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Expressive | If you were spending the day at a theme park with a group of friends and no one knew where to go next, how would you react? | | |
Opinionated | Tell me about a time when you got in trouble for making your opinion known. Tell me about a time where you needed someone to do something right away but you knew that person is usually pretty passive. How did you handle that situation? | | |
Candid | | | |
Proactive | | | |

**Talkative** | | | |
Outspoken | At the end of a long work day, how do you recharge? Tell me about a time where you were in a situation where you had to talk to strangers or people you didn’t know. If you are at a party, where do you usually spend most of your time? How would your friends and family describe your social style? Think of the last few friends you’ve made. How did you become friends with those people? How long does it take for you to get to know someone? | | |
Outgoing | | | |
Doesn’t hold back | | | |
Sociable | | | |

**Makes Strengths Known** | | | |
Confident | Tell us a time where you voluntarily took on a leadership role. How did it go? Tell us a time where you voluntarily took on a leadership role. How did it go? | | |
Immodest | Tell me about an award you’ve won. | | |
Self-assured | What has been your greatest accomplishment in life? | | |
Assertive | What skill or ability of yours did your last employer or teacher undervalue most? | | |
Describe a time when you exceeded expectations, but did not receive recognition for it. How did you deal with that? | | |

Examples Include:
- Situations where they were integral in planning and organizing
- Taking ownership over a project or group effort
- Past accomplishments and their importance
- Not shy about describing what they excel at
- Does not hold back about accomplishments and other things they are proud of

Indicators of a Non-Controller:
- Has trouble thinking of examples or takes time to answer
- May modestly describe past accomplishments or attribute them to others/chance
- Dislikes talking about achievements or what they’re good at
- Avoid Candidates Who:
- Make their strengths known at the expense of others
- Appear reluctant to collaborate with others
- Seem unwilling to improve on own weaknesses

**Additional resources available at cebglobal.com/effortless**