

CANDIDATE	INTERVIEWER	DATE	STAGE
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INTERVIEW QUESTIONS · QUALITY ASSURANCE SPECIALIST

1

Can you describe a time when you identified a significant issue during the QA process? How did you handle the situation?

12345

2

What methods do you use to ensure comprehensive testing while maintaining efficiency?

12345

3

Do you have experience collaborating with cross-functional teams? Can you share a specific instance where this collaboration was crucial for quality assurance?

12345

4

How do you manage the stress of tight deadlines without compromising on the quality of work?

12345

5

Could you tell us about a time when you used your problem-solving skills to rectify a quality-related issue?

12345

6

How do you stay updated with the latest industry standards and quality control measures?

12345

7

Describe a situation where you had to convince your team or management to adopt a different approach for quality assurance. What was the outcome?

12345

8

Can you share an instance where an overlooked detail led to an issue, and how did you resolve it?

12345

9

How do you document and relay your findings from the quality assurance process to other teams?

12345

10

Why do you want to work as a QA Specialist with our company, and how do you see your role impacting our product's quality?

12345

OVERALL ASSESSMENT

CRITERIA	SCORE (1-5)	NOTES
Educational Background Appropriate qualifications or training for the position.	12345	
Prior Work Experience Skills or qualifications acquired through past work.	12345	
Qualifications / Experience The technical skills the position actually needs.	12345	
Problem Solving Abilities Demonstrated critical problem-solving.	12345	

CRITERIA	SCORE (1-5)	NOTES
Communication Team building and communication skills.	① ② ③ ④ ⑤	
Organizational Fit Would this hire steer the organization the right way?	① ② ③ ④ ⑤	
Directional Fit A step forward, or backward, in their career?	① ② ③ ④ ⑤	

RECOMMENDATION

☐ Advance ☐ Hold ☐ Decline

1 = well below the bar · 3 = meets it · 5 = clearly above it

AvaHR — hiring software for teams without a recruiter
Use the same scorecard for every candidate in this role.