



THE HIRE TALENT
A TALENT ASSESSMENT COMPANY

Interview Questions

Buyer

Buy merchandise or commodities, other than farm products, for resale to consumers at the wholesale or retail level, including both durable and nondurable goods. Analyze past buying trends, sales records, price, and quality of merchandise to determine value and yield. Select, order, and authorize payment for merchandise according to contractual agreements. May conduct meetings with sales personnel and introduce new products. Includes assistant wholesale and retail buyers of nonfarm products.

Purchasing

- Tell me about your experience purchasing commodities including volume and lead-time information.
- Tell me about some of your most successful purchases.
- How do you identify and research products/suppliers?
- What are your criteria for selecting the best suppliers?
- Tell me about your process for conducting market research to aid purchasing decisions?
- Have you ever had to end a long-term partnership with a supplier? How did you go about it?
- How do you organize your day? How do you handle interruptions?

Negotiations

- Tell me about a contract you negotiated that you are particularly proud of.
- What terms do you negotiate with vendors/suppliers?
- Tell me a time you had a dispute with a vendor. What did you do and how did things turn out?

Customer Service

- How do you determine your customer's needs?
- Tell me a time when you struggled to find a product for your customer.
- How do you get up-to-date information from customers and what do you do with it?
- What would you do if a frustrated retailer complained about a product they just received?
- Tell me about a time you had to deal with an unjustified complaint from a retailer.
- Tell me about a conflict you handled well and one you didn't handle well.
- Tell me a time when you deviated from standard procedure when addressing a retailer's concern.
- What process do you use to calm an upset retailer?

Administrative Knowledge and Technology

- What software programs have you used?
- What online tools do you use to find unique or quality suppliers?

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“I feel as though I have a ready consultant on my shoulder ready to assist and discuss with me any difficult choices that result from the results of the testing. They have this area nailed, and I am very satisfied and content with the system.”

“All of the people I have hired since going through the FACT-based Hiring System have been my top performers. The system has greatly improved my team!”

“I love the performance management software! It allows me to keep track of all my hires and their metrics in one place! We have been able to push our hiring process faster than ever before!”

[Scheduling Link](#)