Indicator 3-2: Work / Task Balance

- Can you describe when you had to manage a workload with competing priorities? How did you approach balancing these tasks?
- How do you ensure you stay productive and meet deadlines while maintaining a healthy work-life balance?
- In your experience, how do you determine which tasks require extra attention and which can be completed efficiently?
- How do you handle tasks that you find less engaging or meaningful but are still important for the team or organization?
- Tell me about when you had to adjust your approach to a task or project based on feedback or changing circumstances. How did you handle it?
- How do you maintain high work standards without becoming overwhelmed by perfectionism?
- Can you describe a situation where you had to manage a project with tight deadlines and high expectations? How did you balance your approach to ensure you met the objectives without becoming overwhelmed?
- How do you prioritize tasks with a heavy workload, and what steps do you take to ensure that all tasks receive appropriate attention?
- Tell me about a time when you disagreed with a team member or supervisor about the importance or approach to a task. How did you handle the situation to reach a constructive outcome?
- Describe a project or task where you had to adjust your approach based on feedback or changing circumstances. How did you find a balance between addressing feedback and maintaining your initial goals?
- When faced with tasks that you find less engaging or challenging, how do you stay focused and ensure they are completed effectively?
- What is your approach to routine, repetitive tasks in the workplace?
- How do you approach tasks that are crucial but may not seem urgent? What strategies do you use to ensure they are completed on time?
- How do you ensure that you maintain a high standard of work without becoming overly meticulous or neglecting other responsibilities?
- How would you manage a team member who prioritizes different aspects of the job than you do?
- Can you provide an example of how you managed a task outside your usual responsibilities? How did you ensure it was completed effectively while balancing your regular duties?

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