# 5 general administrative assistant interview questions



- Name a skill that has helped you complete complex administrative work.
- Name a skill you want to hone when you join our organization.
- 3. What is your favorite aspect of administrative work?
- 4. What has been your biggest impact on a team as an administrative assistant?
- 5.Tell me about a complex administrative project you completed. How did you approach it?



# **Sample Administrative Assistant Test**

**Terry C. Jones** 

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