

Advanced Excel Interview Questions and Answers

1. What is the difference between VLOOKUP, HLOOKUP, INDEX & MATCH?

When would you use INDEX-MATCH over VLOOKUP?

VLOOKUP searches for a value in the first column of a range and returns a value in the same row from a specified column. HLOOKUP works similarly but searches in the first row. INDEX returns the value of a cell at a given row and column number, and MATCH returns the relative position of a value in a row or column. INDEX-MATCH is more flexible and faster for large datasets, especially when searching left of the key column, which VLOOKUP can't do.

2. Explain the use of IFERROR() and give an example where it's useful.

IFERROR() is used to catch and manage errors in formulas. For example, =IFERROR(A1/B1, "Error") returns 'Error' instead of #DIV/0! if B1 is zero.

3. What does the ARRAYFORMULA or array formula (e.g., {=A1:A5*B1:B5}) mean in Excel?

Array formulas perform multiple calculations on one or more items in an array. The formula {=A1:A5*B1:B5} multiplies each element of the ranges and returns an array of the results.

4. How do you use SUMIFS() and COUNTIFS()? Provide examples.

SUMIFS sums values that meet multiple criteria. Example: =SUMIFS(C2:C10, A2:A10, "Apples", B2:B10, ">10") sums values in C2:C10 where A2:A10 = Apples and B2:B10 > 10. COUNTIFS counts with multiple criteria.

5. How does the OFFSET() function work and when would you use it?

OFFSET returns a reference to a range that is offset from a starting cell. Example:

=OFFSET(A1,2,1) returns the cell that is two rows down and one column right from A1.

6. What is a Pivot Table? How do you handle calculated fields and slicers in it?

A Pivot Table summarizes data dynamically. Calculated fields are custom formulas added to Pivot Tables. Slicers are visual filters used to filter data interactively.

7. How do you remove duplicates from a large dataset while keeping the first occurrence?

Use the 'Remove Duplicates' option under the Data tab. Select the column(s), and Excel keeps the first occurrence by default.

8. Explain the purpose and use of the Data Validation feature in Excel.

Data Validation restricts the type of data or values that users can enter. Example: restrict entries to a list of items or to a number range.

Advanced Excel Interview Questions Answers

S Ben Porath



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