

Interview Questions

you may want to ask

Adapted from: <http://www.jobinterviewquestions.org/questions/questions-ask.asp>

Asking questions indicates to the employer that you came well prepared to the interview. It also shows you have researched the company and that you are interested in the job.

The following are examples of questions you may want to ask in an interview. Do not memorize these questions but do sit down, study them and figure out how they translate into suitable questions for the organization you are interviewing.

- 1) What do you think are the three key skills/strengths vital to this position?
- 2) What characteristics do the achievers in this company seem to share?
- 3) What are some of the department's ongoing and anticipated special projects?
- 4) Identify a typical career path in your organization for someone with my qualifications.
- 5) How is an employee evaluated and promoted?
- 6) Tell me about your initial, as well as future training programs.
- 7) What are the challenging facets of this job?
- 8) What industry trends will occur in this company?
- 9) Describe the work environment.
- 10) What are the company's strengths and weaknesses?
- 11) Who are your clients?
- 12) Who are your competitors?
- 13) What kinds of computers and programs do you use?
- 14) How would you describe your company's personality and management style?
- 15) Is it company policy to promote within?
- 16) Tell me the work history of your top management.
- 17) What are your expectations for new hires?
- 18) What is the overall structure of the department where this position is located?
- 19) What qualities are you looking for in your new hires?
- 20) Is this a new position or a replacement?
- 21) Who would I be reporting to?
- 22) Are there any recent or anticipated changes in the structure of the organization (mergers, cutbacks)?
- 23) What is the company's policy on professional development? Do you offer tuition benefits?
- 24) Can I provide you with any other information to help you in the decision making process?
- 25) What is the next step in the hiring process for this position? How soon can I expect to hear from you?
- 26) Do not ask about salary and benefits in your first interview. If they do not mention it, you may consider bringing it up if they invite you to a second interview.