

QUESTIONS TO ASK IN AN INTERVIEW



INTERVIEWING > QUESTION BANK

After successfully leveraging your network and working diligently on the job applications, you received an offer for an interview. You prepared. You feel quite confident you will do well with any fit or behavior questions. Then, at the end of the interview, the interviewer asks you if you have any questions for him / her. The worst response is to say you have none. The interviewer is not simply being polite; s/he wants to gauge how engaged and informed you are. Asking questions is expected and shows your genuine interest in the opportunity. Bonus points: Demonstrate to your interviewer you are prepared by prewriting wel-Iresearched and astute questions in your padfolio in case no questions come to mind during your interview.

SAMPLE QUESTIONS TO ASK DURING AN INTERVIEW

- If I were to start tomorrow, what will be a priority task/responsibility/project?
- What does a typical day look like?
- What are the biggest challenges that someone in this position would face? OR What is an example of a challenge you recently faced?
- What would make someone really successful in this role?
- What are the performance expectations of this position over the first 6 (12) months?
- · How will my performance be reviewed?
- What are the career paths in this department/company?
- What can you tell me about your new product or plans for growth? (Make this question even more specific by researching the company beforehand and noting the most recent news about its work.)
- What training programs are available to your employees (interns)?
- Are there opportunities for advancement or professional development?
- How long have you been with the company? What is your favorite aspect of working here?
- What are the next steps in the interview process?

WHAT NOT TO DO

- Do not ask questions to which you can easily find the answer. Do your homework before the interview and research the company, its mission, and its work.
- Do not ask about benefits or pay, especially in the first rounds of interview.
- Asking questions is an opportunity to find more information that will help you decide whether the
 position and company are a good fit for you. Therefore, avoid asking arbitrary questions or asking
 too many questions in a row. Show that you care about the response and reflect on what the
 interviewer says.

Schedule an appointment with a <u>Career Coach</u> to discuss interview strategies and conduct a mock interview.