

## Effective Questions to Ask during an Interview

Remember during an interview, you are also interviewing the company as much as they are interviewing you. Asking questions that provide relevant information to help you decide if the company is a good fit for your career goals is important. Also, asking questions that follow the flow of the conversation are fitting as well. Your goal in asking questions is to learn more about the company and to show your preparation and interest in the role.

Some good questions include:

- **Are there any mentorship or training opportunities for entry level or internship hires?** *(This question shows your desire to want to continuously learn and improve your skills as well as helps you learn about the support structure put in place by the company)*
- **Pending a recent (positive news release) regarding XYZ Company, can you speak to how this change/news/initiative will impact this role or upward movement?** *(This question shows your initiative to conduct research and apply it specifically to your potential situation with the company.)*
- **What are the most immediate challenges of the position that need to be addressed in the first few months?** *(This question could be a follow up to a question you were asked regarding a challenging situation and could fit nicely into the flow of the interview conversation)*
- **I read on the company/organization/agency website that employees have recently done presentations at XX conference. Is that a typical opportunity in the job for which I am interviewing? Are there specific professional organizations employees have been encouraged to join?** *(Shows you conducted some research and that you are interested in getting involved)*
- **How frequently are formal or informal reviews given to new employees or How will my responsibilities and performance be measured?** *(again shows an initiative to want to improve skills)*

Other good questions to consider:

- What were the major strengths and weaknesses of the last person who held this job?
- What types of skills do you NOT already have onboard that you are looking to fill with a new hire?
- From reviewing the position description with the website/conducting some informational interviews, I learned x,y,z about the department structure. Can you elaborate on x or y or z and provide more details on the organizational structure?
- Where have successful employees previously in this position progressed to within the company?
- Could you describe a typical day or week in this position or the typical client or customer I would be dealing with?
- What are the performance expectations of this position over the first 12 months?
- What are the next steps in the interview process?
- In conducting research and learning that company A is a leader in X, can you speak to how this position specifically contributes to the success of Company A in the industry?
- What do you most enjoy about your work with this company/organization/industry?
- Can you describe your company's management style and the type of employee who fits well with it?

Do not ask:

- Questions that are clearly answered on the employer's website or other literature
- Any questions regarding salary or benefits
- Questions if you are not truly interested in the answer, it will be obvious to the employer
- Questions that can be answered with Yes or No