

Question Bank, End of Interview:

Standard

1. What are your expectations for the person in this role to accomplish in the first 30 to 90 days?
2. What drives the company's / department's goals and successes? The team approach or individual employee approach?
3. In terms of growth, how many new positions (titles) have been created in the past 2 years?
4. How robust in your Diversity, Equality, and Inclusion program?
5. What recent changes have been made to improve operational efficiency and employee buy-in?
6. What are the top 3 issues this role is expected to address?
7. What are the top 3 skills needed to be successful in this role?
8. What are the typical daily tasks in this role?
9. Is success and performance determined quantitatively or qualitatively?
10. What, do you believe, encourages employees to stay in this department or at this company?
11. How big is my team and the operating budget?
12. Do you have a professional development program and what does it entail?
13. Besides your area of expertise (your field), what other occupation in the company do you find interesting and purpose-driven?
14. From your experience, what makes this a great place to work?
15. Where do you see the company / department in 5 years?
16. Does this position have an established linear progression (upward mobility)?
17. Is there anything I should know that has not already been discussed?
18. Do you have an employee suggestion program where employees are rewarded if their suggestion is implemented?
19. How do you support managers in developing their subordinate managers, Supervisors, and frontline staff?
20. Do you have a system in place where employees can learn new functional knowledge, other than their current expertise?
21. To what extent do employees contribute to the company's corporate / social responsibility?
22. What, do you believe, is the best way for a new person to get acclimated to and pick up the nuances of the job quickly?
23. Which lines of business are up for expansion and which ones are up for consolidation and reduction?
24. How does this role contribute to the goals and successes of the company?
25. How are you combatting the challenge of quiet quitting?
26. What percentage of public speaking is involved in this role, if any?
27. Do you have a mentorship program?
28. Why is this position open?
29. What is your turnover rate?

Onboarding (Hiring Process) & Training

30. What is the general lead time from interview to the selection and notification process?
31. What support do new employees receive over the course of their first year on the job (and beyond)?
32. How do you help employees turn their weaknesses into strengths?
33. What is your process of putting the right people in the right positions?

Work-Life Balance

34. What is your after-hours policy regarding reading (checking) and responding to emails?

After an Offer Has Been Made (i.e., you are selected):

35. Are any layoffs, restructuring, or downsizing slated to occur in the next 6 months to a year?
36. What is the likelihood that this job offer will be rescinded?
37. Are there any adverse market conditions that I should be concerned about?
38. Is this offer being extended subsequent to all background and reference checks having been completed?
39. Have you withdrawn any accepted offers in the past year?
40. Is this position/vacancy covered under your existing operating budget?