



Questions to ask in an interview

It is important that you use the interview as an opportunity to find out more about the company/ job you are applying for. Do your research and go prepared with a few questions to ask. Here is a few of the things you may want to ask about.

Your role – Read the job description first and be careful not to ask already answered questions

- Can you offer specific details about the position's day- to – day responsibilities?
- What would my first week at work look like?
- How does the position contribute to the organization's success?
- What do you hope I will accomplish in this position?
- How does the company culture affect this role?

Get to know the interviewer

- What do you enjoy about working here?
- Why are you working in this industry?
- Can you walk me through your typical workday?
- What is your greatest accomplishment with the company?
- What is your team's greatest accomplishment?
- What are the company's goals over the next 5 years?

Find out about the management style

- How do leaders encourage employees to ask questions?
- How do leaders set employees up for success?
- How does employee feedback get incorporated into day-to-day operations?

Company culture

- What is your company's work culture like?
- How would you describe the work environment here?
- What benefits and perks does the company offer?
- How frequently do employees make themselves available outside of normal working hours?





Company reputation

- What is your mission statement?
- How often is a new hire the result of a previous employee quitting?
- Why do most employees leave the company?
- How would employees describe the company and its leaders?
- What are the company's biggest problems? And how are they overcoming them?

Performance measurements

- How are employees recognized for their hard work?
- How involved are employees in the structuring of their own goals and tasks?
- How often is employee performance evaluated?
- How often are employees expected to provide status updates on a project?
- How does management deliver negative feedback to employees?

Future colleagues

- Can you tell me about the team I will be working with?
- How competitive are your employees?
- How do you develop teamwork skills among employees?

Opportunities to progress

- What type of mentor system do you have in place?
- What type of education/ training opportunities does the company offer?
- What advancement opportunities are available?
- How do leaders promote employee growth and success?
- What does it take to be a top performer at this company?

Moving forward

- What is the next step of this process?
- How and when can I expect to hear from you?
- Is there any other information I can provide you with?

