

QUESTIONS TO ASK

- It is important to ask a lot of questions both throughout the interview and at the end of the interview when the interviewer generally asks if you have any questions. Therefore, you should prepare a list of 5 to 10 technical and 5 to 10 non-technical questions and memorize them before the interview. Do not inquire about salary, vacation, bonuses, or other benefits.

Sample Questions

- Could you tell me about the growth plans and goals for the company/department / division?
- What needs to be accomplished in this position in the next 6 to 12 months?
- What skills are important to be successful in this position?
- What types of systems do you use throughout the company/department/division?
- Why is the position available?
- What made the previous people in this position successful / unsuccessful?
- To where have successful people in this position advanced?
- What criteria will my supervisor use for my performance evaluation and how frequently, and in what manner, will my supervisor and I meet?
- How do you (the supervisor) like to operate in terms of assignments, delegation of responsibility and authority, general operating style, etc?
- What long and short term problems and opportunities do you think my prospective area faces?
- With whom will I be interacting most frequently and what are their responsibilities and the nature of our interaction?
- What particular things about my background, experience and style interest you?
- What experience, training, attributes, operating style, accomplishments and personality factors should the "ideal" candidate for the job have?
- Is there anything in my background or experience to prevent you from considering me as a viable candidate?
- What else can I do to get a job offer from your company?
- What is the time frame for making a decision on this position?