

Questions to Ask In An Interview

One of the best ways to determine if a job is the right for you is to ask questions. If you're going to spend 40+ hours a week somewhere, you're going to want to understand the culture, the challenges, why others love it, and more. It also demonstrates your passion and interest in the THIS position. It's your opportunity to explore and get more info to determine if you want to work here. You have the ability to interview them as well! As you are preparing and practicing for your interview (and you absolutely should be practicing in advance!), **prepare 3-5 questions to ask**. This worksheet provides some sample questions and space to brainstorm your own questions.

QUESTIONS ABOUT THE JOB

- What would a typical day in this role for me look like?
- What skills and experience are most relevant for this position?
- How is success measured in this role?
- What are the priorities in the first 90 days for the role?
- Is there a 90 day probation period?
- Is this a newly created position or a backfill?
- Is this role fully funded for the long term or is it on a timeline?

QUESTIONS ABOUT THE COMPANY

- Why did you choose to work for this company?
- How would you describe the company culture? What do you like best about it?
- What keeps you up at night about your role? What do you worry about?
- What is the performance review process like?

- How often are performance reviews conducted?
- What is the turnover rate at the company? Or in this position?
- How is the company doing financially? (A better question is to review the companies Annual Report identify questions you have and ask about that)

QUESTIONS ABOUT THE PEOPLE

- Who would I be working with? What can you tell me about the people I'll be working with?
- How long has the current team been together?
- Who would I be working for? (Who will I report to?)
- How many people will I be supervising? (if applicable)
- Does this position have joint projects with other departments? Which ones?

QUESTIONS ABOUT THE FUTURE/OPPORTUNITIES FOR ADVANCEMENT

- Does the company typically promote from within? Is there a regularly occurring promotion cycle?
- What is the usual career progression for someone in this role?
- Are there opportunities for training in this role?
- What are the company's plans for future growth? Is the company planning any acquisitions or is anyone looking to acquire the company?
- What opportunities are there for advancement across the organization?



QUESTIONS ABOUT NEXT STEPS

- What haven't I asked you that I should?
- Is there any other information I can provide? Any final questions I can answer?
- When do you expect to make a decision about the role?
- What is the next step in the hiring process?
- Who will contact me next: the recruiter, hiring manager, or someone else?

