



Questions About the Position

- 1. What attributes would the ideal candidate for this position possess?
- 2. Is this a new position?
- 3. What does a typical day look like?
- 4. Who does this position report to?
- 5. Which departments/teams does this position work with?
- 6. What are the key goals/objectives for this position in the coming year?
- 7. What are the biggest challenges this position will take on?
- 8. How can the person who fills this position improve upon past performance?



24 Good Questions to Ask in an Interview



Questions About the Company

10. How would you describe your company's culture?

11. What types of professional development/training opportunities are offered to staff?

- **12.** What are some of the company traditions?
- **13.** Does the company participate in any community service/volunteer programs?
- **14.** I read about Project ABC on your website and was impressed with the results. Would this position be participating in initiatives like Project ABC?

Questions About the Interviewer

15. How long have you been with the company?

16. What did you do before this?

17. What is your management style?

18. What do you enjoy most about working here?

19. What future projects are you the most excited about?

20. How can the person who fills this position best help you reach your objectives?



24 Good Questions to Ask in an Interview



Questions for the End

- **21.** What are the next steps in the interviewing process?
- **22.** When should I expect to hear from you/your team?
- **23.** Is there anything else I can provide that might be helpful?
- 24. Do you have any final questions for me?





