

# QUESTIONS TO ASK DURING AN INTERVIEW

Remember that you are also interviewing THEM, so ask the questions YOU want to know the answers to. Here are some general examples, but make sure to do your research ahead of the interview and write down questions that come to mind.

## VALUE ALIGNMENT:

- What characteristics does a successful person in your organization possess?
- What are some of the achievements made by employees in this position in the past?
- How would you describe the overall work atmosphere?
- What opportunities exist for professional development or advancement?
- How would you define integrity in this organization?

## HIRING PROCESS:

- What is the next step in the hiring process?
- When do you hope to have the position filled?

## POSITION INFORMATION:

- What would a typical day's work look like in this position?
- Will I work as part of a team or individually?
- How does this position align with the organization's strategic plan?

## QUESTIONS TO AVOID:

Avoid asking specific questions on salary, benefits, perks, vacation time, or focus too much on the compensation during the preliminary interview process.