

Interview Questions for Job Seekers

Books:

201 Best Questions to ask on your Interview

http://www.amazon.com/201-Best-Questions-Your-Interview/dp/0071387730/ref=pd_bbs_sr_5?ie=UTF8&s=books&qid=1217017267&sr=8-5

Acing the Interview – How to Ask & Answer Questions That will Get You the Job

http://www.amazon.com/Acing-Interview-Answer-Questions-That/dp/0814401619/ref=pd_bbs_6?ie=UTF8&s=books&qid=1217017267&sr=8-6

101 Smart Questions to Ask on Your Interview

http://www.amazon.com/101-Smart-Questions-Your-Interview/dp/1418040010/ref=pd_bbs_sr_12?ie=UTF8&s=books&qid=1217017267&sr=8-12

Great Answers, Great Questions – For Your Job Interview

http://www.amazon.com/Great-Answers-Questions-Your-Interview/dp/0071433171/ref=sr_1_33?ie=UTF8&s=books&qid=1217017770&sr=8-33

Questions from Websites:

From: www.career.vt.edu/Jobsearc/interview/AskQues.htm

- What are the company's strengths and weaknesses compared to its competition?
- How important does upper management consider the function of this department/position?
- What is the organization's plan for the next five years, and how does this department fit in?
- Could you explain your organizational structure?
- How will my leadership responsibilities and performance be measured? By whom?
- What are the day-to-day responsibilities of this job?

- Could you describe your company's management style and the type of employee who fits well with it?
- What are some of the skills and abilities necessary for someone to succeed in this job?
- What is the company's policy on providing seminars, workshops, and training so employees can keep up their skills or acquire new ones?
- What particular computer equipment and software do you use?
- What kind of work can I expect to be doing the first year?
- What percentage of routine, detailed work will I encounter?
- How much opportunity is there to see the end result of my efforts?
- Who will review my performance? How often?
- How much guidance or assistance is made available to individuals in developing career goals?
- How much opportunity will I have for decision-making in my first assignment?
- Can you describe an ideal employee?
- What is your organization's policy on transfers to other cities?

From:

<http://jobsearch.about.com/od/interviewquestionsanswers/a/interviewquest2.htm>

Interview Questions to Ask ~

- How would you describe the responsibilities of the position?
- How would you describe a typical week/day in this position?
- Is this a new position? If not, what did the previous employee go on to do?
- What is the company's management style?
- Who does this position report to? If I am offered the position, can I meet him/her?
- How many people work in this office/department?
- How much travel is expected?
- Is relocation a possibility?
- What is the typical work week? Is overtime expected?
- What are the prospects for growth and advancement?
- How does one advance in the company?
- Are there any examples?
- What do you like about working here?

- What don't you like about working here and what would you change?
- Would you like a list of references?
- If I am extended a job offer, how soon would you like me to start?
- What can I tell you about my qualifications?
- When can I expect to hear from you?
- Are there any other questions I can answer for you?

Interview Questions **NOT** to Ask ~

- What does this company do? (Do your research ahead of time!)
- If I get the job when can I take time off for vacation? (Wait until you get the offer to mention prior commitments)
- Can I change my schedule if I get the job? (If you need to figure out the logistics of getting to work don't mention it now...)
- Did I get the job? (Don't be impatient. They'll let you know.)

From – <http://www.careercc.com/interv3.shtml>

Below are questions you may be asked in the interview

Tell me about yourself? (try to hold your response to 2 minutes)

What do you know about our company?

Why should we hire you?

What can you do for us that someone else can't?

What do you look for in a job?

What skills and qualifications are essential for success in the position of _____?

How long would it take for you to make a meaningful contribution?

How does this assignment fit into your overall career plan?

Describe your management style.

What do you believe is the most difficult part of being a supervisor of people?

Why are you looking for a new career?

How would your colleagues describe you?

How would your boss describe you?

How would you describe yourself?

What do you think of your present or past boss?

What were the five most significant accomplishments in your last assignment?

What were the five most significant accomplishments in your career so far?

Can you work well under deadlines or pressure?

How much do you expect if we offer you this position?

Why do you want to work for us?

What other positions are you considering?

Have you kept up in your field with additional training?

What are your career goals?

What are your strong points?

What are your weak points?

How did you do in school?

What position do you expect to have in 2 to 5 years?

If you took the job what would you accomplish in the first year?

What was wrong with your current or last position?

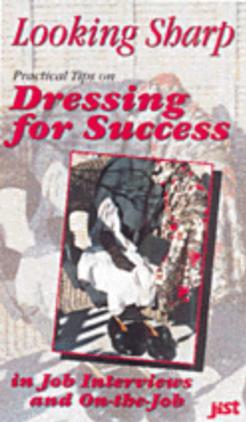
What kind of hours are you used to working or would like to work?

Do you have your reference list with you? (Remember don't give it out unless it is asked for).

Can you explain your salary history?

What questions didn't I ask that you expected?

Do you have any question for me? (See Questions for the Interviewer that you might want to ask below).



Below are questions you may want to ask the Interviewer

1. Why is this position open?
2. How often has it been filled in the past five years? What were the main reasons?
3. What would you like done differently by the next person who fills this position?
4. What are some of the objectives you would like to see accomplished in this job?
5. What is most pressing? What would you like to have done in the next 3 months.
6. What are some of the long term objectives you would like to see completed?
7. What are some of the more difficult problems one would have to face in this position?
8. How do you think these could best be handled?
9. What type of support does this position receive in terms of people, finances. etc?
10. What freedom would I have in determining my own work objectives, deadlines, and methods of measurement?
11. What advancement opportunities are available for the person who is successful in this position, and within what time frame?
12. In what ways has this organization been most successful in terms of products and services over the years?
13. What significant changes do you foresee in the near future?
14. How is one evaluated in this position?
15. What accounts for success within the company?
16. These questions are presented only as interviewing guidelines. They are meant to help you prepare for the interview. Some questions may or may not be appropriate for your interviewing situation.
17. By practicing your responses to some of these questions, hopefully you will not be taken off guard if asked one of them. Most importantly, relax, go with the flow, and before you know it, you'll be in your next job.

Links to More Questions to ask:

[Questions to Ask in Informational Interviews](#)

Example informational interview questions to ask. Includes informational interview tips, and links to thank you letter samples and thank you note samples for following up after informational interviews.

[Questions to Ask in Job Interviews](#)

Sample interview questions to ask that you may download (or copy and paste) for free.

[200 Questions Job Candidates Might Ask](#)

A view from the other side of the fence, to help employers and recruiters prepare for your questions. On your side of the fence, it's a view of the types of questions they will be expecting you to ask, and will help you to probe the inner workings of a company, the mind of the hiring manager, etc.

[But Enough About Me](#)

Become the interviewer with questions about the company, job opportunity and interviewer. Lots of other tips too, from Tech-Engine.

[Interview Questions to Ask](#)

A long list of samples from Fox Valley Technical College.