Questions to Ask

At the end of an interview, you are typically asked if you have any questions about the organization or job you're applying for. To this question you must say "yes", and ask appropriate questions which will impress your potential employer.

By asking thoughtful and relevant questions, you are showing your employer you are confident, assertive and interested in being part of their organization.

Be ready to engage the interviewer. You would want to build a relationship with the interviewer instead of just giving noted responses to questions. Have questions of your own ready to ask the interviewer.

Relevant Questions you could ask the employer include:

The Job

First, make sure you have an idea on exactly what the day-to-day responsibilities of the job will be—both now and in the future.

1. What does a typical day look like?

2. What are the most immediate projects that need to be addressed?

3. What are the skills and experiences you're looking for in an ideal candidate?

4. What attributes does someone need to have in order to be really successful in this position?

5. What are the biggest challenges that someone in this position would face?

6. Is this a new role that has been created?

7. What sort of budget would I be working with?

Training and Professional Development

Think of each new job not just as a job, but as the next step on your path to career success. Will this position help you get there?

1. How will I be trained?

2. What training programs are available to your employees?

3. Are there opportunities for advancement or professional development?

4. Where have successful employees previously in this position progressed to?

Your Performance

Make sure you are setting yourself up for success by learning up front the goals of the position and how your work will be evaluated.

1. What are the most important things you'd like to see someone accomplish in the first 30, 60, and 90 days on the job?

2. What are the performance expectations of this position over the first 12 months?

3. What is the performance review process like here?

4. What metrics or goals will my performance be evaluated against?

Interviewer

Asking questions of the interviewer shows that you are interested in him or her as a person— and that's a great way to build rapport.

1. How long have you been with the company?

2. Has your role changed since you've been here?

3. What's your favorite part about working here?

The Company

Understand the company as a whole.

1. I've read about the company's founding, but can you tell me more about ___?

2. What can you tell me about your new products or plans for growth?

3. What are the current goals that the company is focused on, and how does this team work to support hitting those goals?

The Team

The people you work with day in and day out can really make or break your work life. Ask some questions to uncover whether it's the right team for you.

1. Can you tell me about the team I'll be working with?

2. What are their strengths and the team's biggest challenges?

3. Who will I work with most closely?

3. Who will I report to directly?

4. Do you expect to hire more people in this department in the next six months?

5. Which other departments work most closely with this one?

The Culture

Learn the subtle, but oh-so-important, aspects of company culture.

1. What is the company and team culture like?

2. How would you describe the work environment here—is the work typically collaborative or more independent?

3. What is different about working here than anywhere else you've worked?

4. How has the company evolved since you joined?

Next Step

Before you leave, make sure the interviewer has all of the information he or she needs and that you're clear on the next steps by asking these questions.

1. Is there anything that concerns you about my background being a fit for this role?

2. What are the next steps in the interview process?

3. Is there anything else I can provide you with that would be helpful?