

Questions to ask the Employer

More than 50% of the impact you will have on the hiring manager will be based on the questions you ask, not on your answers!

- Ask about specific job functions and duties
- How is success measured for this role?
- Ask for definable targets and results.
- What are the challenging parts of this position?
- What is unique about your company culture?
- Is there anything about it that took you by surprise?
- What key characteristics are you looking for?
- Have you interviewed anyone else?
- Can you describe an ideal candidate?
- How do they compare to me?
- Can you explain your organization's structure?
- What is the hiring process if we decide that this is a fit?
- How can I make an immediate impact?
- If I perform on the job well, how would you reward me and when?
- What would you do if you had a situation where a person was not performing well?
- What is your (the hiring authority) background?
- How will my leadership responsibilities and performance be measured? By whom?
- What particular computer equipment and software do you use?
- What are some of the skills and abilities necessary for someone to succeed in this job?
- What are the company's strengths and weaknesses to its competition?
- Given the fact that I do not possess 100% of the qualifications you are looking for, I'm assuming there will be a lot you need to know about me in order to hire me... what are these things?
- Is there anything specific you check to make sure does NOT exist when you hire?
- What is your company's policy on providing seminars, workshops and training so employees can keep up their skills or acquire new ones?

Notes: _____
