

Questions to ask at the end of your Interview

Remember this is a **'two way street'**. An interview is a great opportunity to learn more about your potential employer and get the information you need to make an informed decision. Do **NOT** ask about salary, benefits etc. until you are offered the position or prompted to do so at an appropriate time.

Tips

1. **Prepare** - Always prepare some questions ahead of time. It is ok if you need to write them down and look at them during the interview.
2. **Demonstrate you have done your homework** – Research, research, research! The answers to your questions should not be accessible on the company website or other online sources. This is a chance to demonstrate that you know the goals, vision, values of the organization, and are curious about how you might contribute to them.
3. **Be curious and polite** – Demonstrate that you are inquisitive, but recognize this is a formal interview and you know how to ask questions in a thoughtful and professional manner. The interviewers are not just looking for content, but also for how you present the content.
4. **Know the industry jargon** – Show that you can “talk the talk”. Using industry specific vocabulary demonstrates that you could quickly step into the role and industry, if hired.
5. **Use open ended questions** – Prompt detailed responses rather than ‘yes’ or ‘no’ answers. Eg. **How** would you describe your working environment? **Versus** **Do** you support a positive working environment?

Samples

1. What do you expect a typical day/week would look like in this position?
2. What do you consider the biggest challenges faced by your department/organization now (or in the near future)?
3. How is performance/success measured and evaluated in this position?
4. How would you describe your organization’s work environment/culture?
5. What kind of support/leadership/supervision would the successful candidate receive?
6. What do you consider to be the most important personal attributes for this position?
7. What do you consider to be the most challenging part of this role?
8. How do you see the organization/department progressing over the next 5 years?
9. If I am lucky enough to be offered this position what could I do between now and then to best prepare?
10. What does leadership look like in your organization?