

Questions To Ask an Employer

1. Why is this position open?
2. What are the best/worst aspects of the job and company?
3. What is the typical career path for someone in this department?
4. How would my performance be measured?
5. What type of orientation or training is provided?
6. How do you rate your competition?
7. Could you tell me a little bit more about your role with the company?
8. What do you see ahead for the company in the next five years?
9. What kind of staff turnover do you have?
10. What do you consider the company's most important asset?
11. What are the plans for expansion?
12. What are the unique opportunities about this job?
13. Is there anything else you would like to know about my background?
14. What do you expect me to accomplish in the first 60 to 90 days?
15. What are your goals for this position during the next 12 months?
16. What do you value in an employee?
17. What qualities are you looking for in a person who fills this position?
18. What are the common attributes of your top performers?
19. How would you describe your management style? What would be your expectations of me?
20. When do you expect to making a decision for hiring this position
21. What is the financial situation of this company? In a downsizing, who are the ones to go?
22. How is training perceived with this organization?
23. What do you see has some immediate training needs with this group? What is going well? What needs to be improved?

24. What are the growth plans for the company?
25. Do you support ongoing development, ie attendance at national conferences?
26. If I am working with you, what are your interests outside of work?
27. What do employees do in their spare time?
28. Describe what the ideal candidate for this position would do?
29. What are some of the projects I would be working on I hired? Describe your plans to acclimate me to the organization.

HR Questions

1. Tell me about the individuals I would be working for. What are their strengths, weaknesses, hot buttons?
2. Is the company known for its extensive training and retraining programs?
3. Are managers evaluated and compensated on how well they develop the people who work for them? Is this a real policy or just words?
4. Can you give me some examples of how the company helps its employees with career planning and development?
5. Does the company have a history of embracing every management technique or fad that comes along, or does it have a consistent philosophy that's communicated and supported by senior management?