



Interviewing Strategies

Questions for the interviewer

QUESTIONS ABOUT THE JOB:

Ask these questions early in the interview

1. Is there a job description for the job that I can see?
2. What are the most important qualifications for this position?
3. What are the main responsibilities in this position?
4. Where does this position fit in the overall organization?



QUESTIONS TO SAVE FOR THE RIGHT TIME:

1. What is the growth plan of the company?
2. Who are the major customers/competitors?
3. What are the prospects for advancement?
4. What are the employee benefits?
5. What are the policies regarding salary increases and promotions?

CLOSING QUESTIONS:

1. What is the next step?
2. When will the hiring decision be made?
3. How well do you feel my qualifications tie into your needs?

Tip

ASK FOR THE JOB!!!

Research suggests that 8 out of 10 people who ask for the job at the end of an interview, get a job offer. Ask for the job!