Questions to Ask Employers

REGARDING THE POSITION/DEPARTMENT:
1. What are the major responsibilities of this position? This department?
2. How would you describe the typical day/week in this position? Is overtime expected?
3. What would the new employee be expected to have accomplished during the first six months on the job? The first year?
4. Will I be part of a team?
5. How much travel, if any, is involved in this position?
6. What qualities or skills are you looking for in the candidate who fills this position?
7. Are there any special projects on which the department is currently focusing?

REGARDING THE COMPANY:
1. What do you like best about working for this company? In this department? What do you like the least?
2. What is the biggest challenge facing your company right now?
3. What products (or services) are in the development stage?
4. Do you have an orientation program for new employees?
5. What kind of training will I receive as a new employee?
6. Does your company encourage further education?
7. How often are performance reviews given and how are they conducted?
8. What are the employee benefits offered by the company?
9. Does your company provide financial assistance for further education?
10. Are salary adjustments geared to the cost of living or job performance?

REGARDING THE INTERVIEW:
1. Are there any other questions I can answer for you?
2. When may I expect to hear from you?
3. May I have your business card?