

# Examples of Questions to Ask the Interviewer

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**Be prepared to ask questions at your interview. This allows you to determine if you would be satisfied with this position. Asking questions emphasizes that the job interview is a two-way process set up to establish a mutually satisfying work relationship (for you and the employer).**

**Do not ask basic questions about the employer (these should be known through your research), instead, inquire about something more specific. You should prepare a few questions in advance, but may also have additional questions that arise during the interview.**

**The following are some examples of questions you, the interviewee, can ask the interviewer:**

- Would you describe the duties of the job?
- Could I see a job description?
- When would the job begin?
- What are the short- and long-range plans of the organization?
- When will the decision be made? When will I hear of your decision?
- Is there going to be another interview?
- What is a typical day like in this position?
- What characteristics do you most like to find in people in this position?
- Is there anything unusually demanding about the job I should know about?
- Could you tell me about the primary people I would be dealing with?
- What would be the working relationship with my supervisor?
- What are the primary results you would like to see me produce?
- Did the person who last held this job promote out of the position?
- May I meet some of the staff I would be working with?
- Can you tell me the prospects for advancement beyond this level? How frequently does this occur?
- Could you tell me about your benefits program? (Vacations, insurance, retirement, profit-sharing, bonuses, hospitalization, etc.)
- What type of training program does your organization have?



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