Example Questions to Ask in an Interview

As the interviewee, you always want to come prepared with about 10 questions that you could potentially ask during an interview. (However, the reality is you might only have time to ask about 3-4 of those questions.) Below is a list of questions you might consider asking during an interview to help sell yourself more. Please note that this list is not comprehensive. If you are uncertain about whether or not a question should be asked during the interview, please email the Career Development Team at career@bren.ucsb.edu.

- Why is this position available?
- Is this a new position? How long has this position existed? (You could follow up with a question about why the position was vacated.)
- How many people have held this position in the last two years?
- Who would be my supervisor? To whom would I report?
- Whom will I supervise?
- With whom will I be working most closely?
- What do you like about working for this company?
- What are the current plans for expansion or cutbacks?
- What kind of turnover rate does the company have?
- What projects and assignments will I be working on?
- What is this company’s culture? (Ex: Is it rigid and formal or relaxed and flexible?)
- What are the current problems facing the company (or my department)?
- What do you like the most about working for this company? The least?
- What is the philosophy of the company?
- What do you consider to be the company’s strengths and weaknesses?
- What are the company’s (or the department’s) long and short term goals?
- Describe the work environment.
- What attracted you (the interviewer) to this organization?
- Why do you enjoy working for this company?
- What are the most challenging aspects of the position?
- Describe the opportunities for training and professional development.
- Is there anything else you need to know regarding my ability to perform this job well?
- When can I expect to hear from you? (Or: What are the next steps in the hiring process?)

(Continued)
Here are some additional sample questions you might consider asking, taken from About.com:

- How would you describe your company culture?
- What is your vision for your department over the next two to three years?
- What major challenges are you currently facing as a manager?
- What makes your company better than your competitors?
- What are the areas where your competitors are better than your company?
- Who do you consider your customers to be?
- What can you tell me about the other people in the organization I would be working with? Can I meet with any of them before accepting an offer of employment?
- What are the most important skills and attributes you are looking for in filling this position?
- What is your management style?
- What is your preferred method of communicating with your team?
- What specific skills from the person you hire would make your life easier?
- What are some of the skills/abilities you see as necessary for someone to succeed in this job?
- What do you see as the most important opportunities for improvement in this area?
- What are the attributes of the job that you’d like to see improved?
- What is your company’s policy on attending seminars, workshops, and other training opportunities?
- What attracted you to working for this organization?
- What have you liked most about working here?
- How will my leadership responsibilities and performance be measured? By whom?
- (If this a new position) What made you decide to open up this position?
- How would you describe your own management style?
- What are the most important traits you look for in a subordinate?
- How do you like your subordinates to communicate with you?
- What personal qualities or characteristics do you most value?
- How would you describe the experience of working here?
- What are a couple of misconceptions people have about the company?
- What happened to the person who previously held this job?
- From all I can see, I’d really like to work here, and I believe I can be a great addition to your team. What’s the next step in the selection process?
- Before I leave, is there anything else you need to know concerning my ability to do this job?

*Interview Questions to Ask – For Peer Level Interviewers*

- Why did you decide to join this company?
- Were your expectations met?
- Do you enjoy working here? (yes) Why? (no) Why not?
- Have you ever considered leaving the organization? (if yes) Why did you decide to stay?
- Tell me about a typical working day for you.
- How do you like working for your manager? What do you like most about working for him/her? What do you like least?
- What do you consider to be your company’s greatest strengths and weaknesses?
- Does the company support you in training? How specifically?
- What do you know now that you wish you knew before you started in your position?