



## Questions to ask at Interview (TLG-INT-3)

Listed below is a long list of example questions you could ask at interview:

### Questions to ask about the Job

- What does a typical day look like?
- What are the most immediate projects that need to be addressed?
- What are the most immediate projects that need to be addressed?
- What are the skills and experiences you're looking for in an ideal candidate?
- What attributes does someone need to have in order to be really successful in this position?
- What types of skills is the team missing that you're looking to fill with a new hire?
- What are the biggest challenges that someone in this position would face?
- What sort of budget would I be working with?
- Do you expect the main responsibilities for this position to change in the next six months to a year?
- Is this a new role that has been created?

### Questions to ask about Training and Professional Development

Think of each new job not just as a job, but as the next step on your path to career success. Will this position help you get there?

- What training programs are available to your employees?
- Are there opportunities for advancement or professional development?
- Would I be able to represent the company at industry conferences?
- Where is the last person who held this job moving on to?
- Where have successful employees previously in this position progressed to?

### Measuring Success

Understanding how your potential new manager will measure your success is key in both understanding the company priorities, as well as their managerial style.

- What are the performance expectations of this position over the first 12 months?
- What is the performance review process like here? How often would I be formally reviewed?
- What metrics or goals will my performance be evaluated against?

### Questions to ask about the Interviewer

Asking questions of the interviewer shows that you're interested in them as a person—and that's a great way to build rapport.

- How long have you been with the company?
- Has your role changed since you've been here?
- What did you do before this?
- Why did you come to this company?
- What's your favourite part about working here?

### Questions to ask about the Company

- I've read about the company's founding, but can you tell me more about...?
- Where do you see this company in the next few years?
- What can you tell me about your new products or plans for growth?
- What are the current goals that the company is focused on, and how does this team work to support hitting those goals?
- What gets you most excited about the company's future?

### Questions to Ask About the Team

- Can you tell me about the team I'll be working with?
- Who will I work with most closely?
- Who will I report to directly?
- Can you tell me about my direct reports? What are their strengths and the team's biggest challenges?
- Do you expect to hire more people in this department in the next six months?
- Which other departments work most closely with this one?
- What are the common career paths in this department?

### Questions to Ask About the Culture

- What's the company and team culture like?
- What's the company and team culture like?
- Is there a formal mission statement or company values? (Note: Make sure this isn't Google-able!)
- What's your favourite office tradition?
- What do you and the team usually do for lunch?
- Does anyone on the team hang out outside the office?
- Do you ever do joint events with other companies or departments?
- What's different about working here than anywhere else you've worked?
- How has the company changed since you joined?

### Questions to Ask About Next Steps

Before you leave, make sure the interviewer has all of the information they need and that you're clear on the next steps by asking these questions.

- Is there anything that concerns you about my background being a fit for this role?
- What are the next steps in the interview process?
- Is there anything else I can provide you with that would be helpful?
- Can I answer any final questions for you?