

## Interview Schedule & Questions for “Employer” Professional Guideline

### 30 minute interview

- 1<sup>st</sup> 10 minutes of interview – please ask the questions listed below & also ask a few questions that you deem appropriate in your field of study.
- 2<sup>nd</sup> 10 minutes of interview – please review their resume and cover letter suggesting corrections and/or highlighting positive aspects to the paperwork.
- Last 10 minutes of interview – Allow the student to ask you questions regarding your field. Questions have been included (written by students) so that you can prepare for the questions.

Please ask the following questions to the student applying for the “job” in your field. Students are aware there is not an actual job available, but they are practicing for their future in the area of interest they seek.

### Questions

1. Tell me about yourself? (Education, Technical Skills/knowledge, Hobbies)
2. Why do you want to pursue this area of study? What does it interest you?
3. Where do you want to be in the next five years? Ten years?
4. Describe your ideal job.
5. What do you consider to be your greatest strengths?
6. Can you name some of your weaknesses?
7. Define success.
8. Define failure.
9. Of which three accomplishments in your life are you most proud of and why?
10. Tell me about a time when you had to deal with a challenging situation. How did you find a solution? What did you learn from this experience?