



INFORMATIONAL INTERVIEWING

Informational Interviews, also known as "Career Conversations" are quick chats with professionals working in your desired field.

Here are 20 sample questions to use when interviewing someone in your desired field.

1. What are your main duties/responsibilities in a typical day (or week)?
2. What do you like most about your work?
3. What do you like least about your work?
4. What kinds of challenges are you addressing?
5. What kinds of decisions do you make every week?
6. How does your job affect your general lifestyle?
7. What current trends in the field should I know about/be aware of?
8. What kinds of accomplishments tend to be valued in this field?
9. What related fields do you think I should consider looking into?
10. How did you become interested in this field/ How did you get your start?
11. What steps would you recommend I take to prepare to enter this field?
12. What kind of education, training, or background does your job require?
13. What skills, abilities, and personal attributes are essential?
14. What are the common traits of your recent successful hires?
15. What are the most effective strategies for seeking a position in this field?
16. What kinds of professional development can help me stay current ?
17. What knowledge or skills did you wish you had on your first day?
18. To your knowledge, what is a typical starting salary range for this position?
19. What advice would you give someone who is considering this type of job?
20. Can you suggest anyone else I could contact for additional information?