Sample Informational Interview Questions

Career Exploration

▷ What are your major responsibilities?
▷ What is the most interesting project you have worked on?
▷ What is the most/least rewarding aspect of your job?
▷ Would you choose this career again?
▷ What is a typical day like, or what does an average work week involve?
▷ What is the most common career path?
▷ What obligations are expected of you outside of the actual job?
▷ What are some lifestyle considerations for this career field?
▷ What are some common entry-level positions in the field?
▷ What kind of salary range and benefits could an entry level position expect to receive? NOTE: You are not asking for their specific salary!
▷ What kind of individual (skills/personality) would be best suited for these entry-level positions? What types of people typically do well in this field?
▷ What are the most important factors used when hiring?
▷ What is the best educational preparation for a career in this field?
▷ Which classes and experience would be most helpful to obtain while still in my degree program?
▷ How high is turnover?
▷ How does one move or advance within the organization?

Job Search and Industry Knowledge

▷ How do people find out about open positions in this field?
▷ What types of skills and experience should I emphasize on my CV or resume?
▷ What do you think this industry will look like in 10 years? How is it changing?
▷ How do you see jobs changing in the future?
▷ Which professional journals or organizations would you recommend that I research to learn more about this field?
▷ Who else do you recommend I talk with, and may I have permission to use your name?

Helpful Tip

If you have done research in preparation of this interview, demonstrate that by the quality and relevance of the questions you ask.

Specific questions that demonstrate your research on the person, field or industry:

▷ How did your research background in _____ help you in your job search?
▷ How does your research background on _____ come into play, if at all, in your current position?
▷ How did your experience in _____ better prepare you for this position?
▷ What are the pros and cons of working on _____ project?
▷ Would you suggest _____ (field specific experience) will help in this position?