

What questions
do I ask in an
interview?



LaunchPad
associates

About us

Launchpad Associates Ltd, is a business partnership of Beverly Sherratt and Jo Cameron supported by specialist associates. We:

- 🎯 Work with people who are struggling with their careers or those who are re-entering the workplace to boost self-esteem, identify and develop their skills and make the choices and change they need to succeed.
- 🎯 Mentor young people to increase their employability, encourage enterprise and raise awareness of further development opportunities.
- 🎯 Provide career direction and outplacement coaching;
- 🎯 Mentor Executives, Leaders and Managers to increase their impact, influence and relationships.
- 🎯 Help HR professionals to communicate with influence to be a change agent within their organisation.
- 🎯 Undertake well-being audits and projects, working with organisations to consider the impact of organisation culture and communication on staff well-being.
- 🎯 Develop and mentor aspiring and existing leaders.
- 🎯 Build trust and collaboration within teams.

We also provide all aspects of operational HR and Organisation Development.

Specialisms:

Organisation Design | Organisation Development | NLP Coaching and Mentoring | Career Direction
Mentoring/Programmes | i3 Personality Profiling | DISC Behaviour Profiling | Development Programmes | Small
Business Development & Planning | Outplacement | Workplace Mental well-being | Operational HR | Complex
Case Investigation





What are suitable questions to ask at the end of a job interview?

An interview is not just about impressing a potential employer, it is a chance to find out if the role and the company is the right fit for you too.

If the interviewer has not covered everything you would like to know don't be afraid to ask questions. This will show the interviewer that you are serious about the role and have invested in preparation time too.

Suggested questions include:

- **What would my day-to-day responsibilities be?**
This is a great chance to find out more about the role if it wasn't covered during the introduction part of the interview. It will also enable you to find out if the role is suitable for you, i.e. repetitive tasks, no contact with other team members, excessive travel or performance related pay schemes.

- **What are the most challenging aspects of the job?**

This will demonstrate your self awareness to the interviewer that roles can be challenging. The response will also enable you to decide if the job is suited to your skills, experience and career expectations.

- **How many people are there in the team?**

The response to this question could be a determining factor on accepting the role and will depend on whether you enjoy working with others or would prefer to work alone. If the answer you receive is the opposite to your preferred working environment you need to question if you will be happy in this situation for a prolonged period of time.

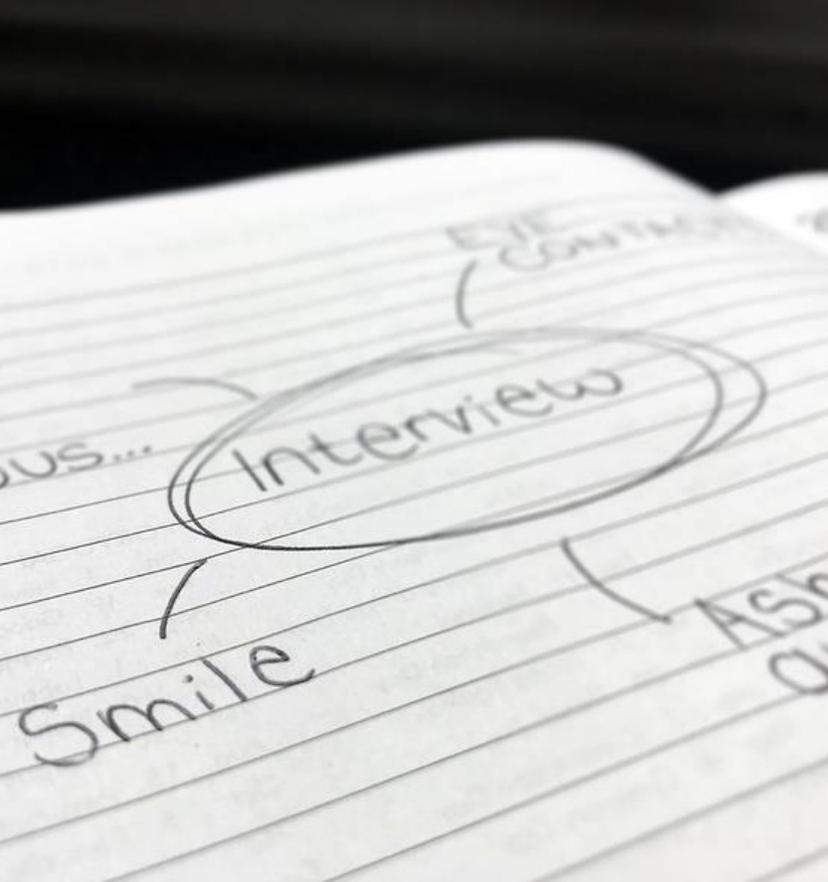


- **Is this post a new or existing one?**

This is an ideal opportunity to find out if the department/company is expanding and creating new roles. Alternatively the role may be vacant due to someone being promoted or resigning from the company. The answer will determine whether there are prospects of promotion or if there is an issue with staff retention.

- **What training would be involved?**

You would find out if you were expected to undertake on-the-job training, if you would need to attend internal/external courses or if additional qualifications were required. If there was no training available would you be comfortable with this?



- **What promotion opportunities are available?**

If you are an ambitious person you will need to know if there is a chance to progress within the company. If expectations are not set before you start the role you may start feeling frustrated and unmotivated. If you ask about career prospects it also demonstrates to interviewer that you are interested in staying at the company long term.

- **How would you describe the organisational culture and working environment?**

You will be spending a long time at work and with your fellow colleagues, it is important to know about the company values and what the company expects from their employees. Enquire if there are there social meet-up, homeworking options, flexible working hours? The office environment may also be important to you if you prefer a private office to open plan hotdesking.

- **Where do you see the company in 3 years' time?**

This will enable you to find out more about the company's vision and if there are plans to expand. This question again shows long term commitment and that you have thought about career progression.

- **What are the next steps of the process?**

Every company will have a slightly different recruitment process so ask about the next stage. There may be a second stage interview or a further assessment required therefore you will have time to prepare for this. They may not be meeting with additional candidates until the following week so being aware of timescales will also save you from checking your phone or emails every five minutes!



Where
people and **businesses**
come to take off!

www.launchpadassociates.co.uk
hello@launchpadassociates.co.uk

Tel: 0191 303 7775