INFORMATIONAL INTERVIEW QUESTIONS

- How did you get into this field?
- What do you like about your job? Any dislikes or particular challenges?
- What's the best way you would recommend that someone find out about jobs in this field?
- What kind of experience or training is required?
- What is the career ladder for this position?
- May I have a copy of a job description?
- How important is the resume and what makes one impressive?
- What are the top 5 skills and qualities you look for in employees (or describe the most successful <job title> or simply “employees”) here?
- How do you stay current in your knowledge?
- What's the corporate culture like here?
- Are there related fields I might want to look into if few jobs are available in my primary career choice?
- What are the most important parts of your job?
- Which firms do you think are your toughest competitors, and how do they differ from your company?
- Is there anyone else you can refer me to in this field?
- What would you recommend I do at this point to get into this field?
- What do you see as the future trends for this field?
- May I contact you if I have additional questions in the future?

Be sure to send a professional thank you card in the mail. This will leave a long-lasting positive impression.