

Questions to Ask Phone Screen Interviewer

The Hiring Process

I have some other opportunities I am evaluating, but I am very interested in this role.

- Could you give me a sense of the timing and cadence of your hiring process?
- If I were to move forward, how many conversations would there be over what period of time? What are the next steps in the process?
- When can I expect to hear from you whether I will be moving to the next stage?
- When do you expect to make a final decision and fill the position?
- What is your timeline for filling the position?

Probe for Perceived Gaps

As I review the job description the information that you have shared with me about the company, I am not seeing any gaps between my background and what you need.

- Are there any specific areas in which you believe my qualifications are lacking or you would like more information?
- Do you have any concerns I have not adequately eliminated?
- Do you have any reservations about my ability to do this job?
- In your view, what would be the biggest challenge I would face in the first 90 days if we move forward together?
- In your opinion, what is the single most important indicator for success in this job?

The Team

As I prepare for future interviews, I would like to learn more about the people I would be working with.

- Who does this position report to? Can you tell me something about them?
- Can you tell me something about the people I will be managing? *(if a leadership role)*
- Can you tell me something about the people with whom I will be most closely collaborating? What is the size of the team?
- What sort of legacy did the previous person in this role leave? Can you tell me a bit about the shoes I would be filling?
- What kind of people seem to succeed in this department?
- What is the greatest challenge facing this team that you are aware of?



The Culture

The role itself is important, but also as I evaluate opportunities, I am looking for a culture that aligns with my work style and career priorities.

- From your view, what makes this a great company to work for? Tell me a bit about your culture and the type of people who seem to succeed in your organization.
- How is your organization able to attract and retain top performers? How do people grow in your organization? Do high performers have a path to promotion or leadership?

Your goal is to get past HR/Recruiter and to talk to the hiring manager. Hold off on asking about compensation and benefits unless they bring it up. You want to keep the process going.

