

# CAREER CYBERGUIDE

## Asking Good Questions

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Why your questions are important:

- They reflect your motivation, interests, priorities, energy, etc.
- They are your opportunity to set the agenda
- They help you determine if this opportunity is right for you
- They are related to the job you are applying. Ask about job duties, the Department, departmental goals, and growth opportunities.

## Samples of Good Questions

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Tell me how this position fits in with other jobs.

What is the most difficult part of the job?

How would you describe the working environment?

How would you describe the management style of the area?

What would be the developmental opportunities in this department?

## Samples of Questions NOT to Ask in an Interview

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How many sick days can I claim as a new employee?

Do I have to dress up in the office?

Will I have long distance privileges on my telephone?

How much will I be paid?