INFORMATIONAL INTERVIEWING

WHAT’S AN INFORMATIONAL INTERVIEW?

An informational interview is a conversation with a career professional to collect information about a job, career field, industry or company.

An informational interview is not a job interview. It gives you the opportunity to build your network, expand your knowledge of the job market, and learn about potential career paths.

Want to ask the right questions? POSSIBLE.

HERE’S HOW... REVIEW THE TOP QUESTIONS & TIPS.

- What is your educational background? How did you decide to go into this field?
- How did you get started in this field?
- Does the career path require an advanced degree and if so, is a master’s or Ph.D a better choice?
- What do you wish you would have known prior to entering this field?
- What is a typical career path for individuals in your position?
## More About Informational Interviewing

### Work Life Balance
- Is there travel involved with your job?
- How much flexibility do you have in terms of dress, work hours, vacation, etc.?
- What hours do individuals in this job usually work? Is there much flexibility in those?
- How would you describe your work environment?
- What obligation does your work place upon you, outside of the ordinary work week?

### Workplace Culture
- What are your biggest challenges or problems that you must deal with?
- Do you work primarily alone or in collaboration with others? With whom?
- Who evaluates your performance? How is this done?
- What kind of on-the-job training is provided?
- What is the on-boarding process like for a new employee?

### Tips and Advice
- What kinds of skills should a job seeker highlight in resumes and interviews?
- What advice do you have for me as I break into this field?
- How do you see technology changing/influencing this field?
- What specific aspects of my background should I highlight or sell the most when applying for positions?
- Do I have to develop some skills or gain some experiences to make myself more competitive?

### What's Next?
- Do you know other people in the field that I can talk to?
- Can I use your name when I contact them?
- If I have any questions can I stay in contact with you?
- What is a typical entry-level salary in this field?
- Are there any professional groups in this field you recommend I join?