# PRE-INTERVIEW QUESTIONNAIRE

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| Date: |  |
| Name: |  |
| Phone Number: |  |
| Email Address: |  |
| Address: |  |
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1. What is your current position? How long have your worked for that company? Why are you choosing to leave? If you are currently unemployed, how long have you been searching for work and what were the circumstances leading you to becoming unemployed?

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1. What drew you to apply to this position? Why do you want to work for our company?

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1. What is your education and experience? How is it applicable to this position?

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1. What would you say is your biggest strength? Your greatest weakness? Provide an example of how each has helped or hindered you in your career.

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1. What duties would you enjoy and excel at in this position? Which would you have trouble with?

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1. How well do you perform in a leadership role? What type of leader are you?

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1. How well do you work with technology? Which systems do you excel at?

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1. What do you find motivates you best for work? What kind of work environment do you thrive in?

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1. What frustrates you in your work? What type of management do you find difficult to work with?

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1. What are your career goals? How do you see this position helping you with those goals?

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1. How did you find out about this job posting? Have you applied to jobs with other companies recently?

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1. What are your minimum salary requirements? Do you need benefits? What other criteria will you use to decide whether to accept a job offer at our company?

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1. When would you be available to begin work? When could you come in for an interview?

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