



Questions for Representatives at a Career Fair

Ready Reference ♦ D-6

College of Engineering, Architecture & Technology ♦ Career Services

First and foremost, questions should be natural. Be yourself. Maintain a natural conversational flow. Before beginning with your questions, be sure to introduce yourself and establish rapport with the representatives. Listen carefully to their answers. Be courteous and respectful of the recruiter's limited time and of other students who are waiting to visit with the recruiter. Before leaving, be sure to close the conversation and thank the individual.

Questions You May Want to Ask Organization Representatives:

1. How many employees does your company have?
2. What goals does your company have for the next 10 years?
3. What kind of entry-level positions exist within your organization?
4. How many employees are in my area of interest (which is..)?
5. Does your company hire on a continual basis or just at certain times of the year?
6. How long does the hiring process take?
7. What does your organization consider the five most important qualities in an employee?
8. Are graduate degrees important? If so, in what areas?
9. What courses do you suggest in order to be a successful candidate?
10. Are there grade point restrictions in the recruiting process?
11. What personality traits are important for success in your company?
12. As an entry-level employee, what can I expect to be doing 2, 5, 10 years from now?
13. What made you choose this company?
14. How long have you been with the company?
15. What things has your organization accomplished of which you are especially proud?
16. How long does an entry-level employee typically stay with the company?
17. What percent of applicants are eventually hired?
18. What is the retention rate in the company?
19. Do you expect your employees to relocate?
20. Does your company offer internships?

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