Career Contact Questions
Professional Network Database

The following is a list of possible questions that may be asked of your mentor contact. The list is neither exhaustive nor appropriate to all occupations and thus should only be used as a guide to help you obtain as much information as possible.

Generic
1) How much information on the company or the industry do you expect candidates to have when interviewing?
2) How much related work experience do you look for in prospective candidates?
3) What kind of training and development is provided for newly-hired employees?
4) What additional courses would broaden students’ preparation?
5) How do you maintain/enhance your level of expertise? (internal/external)

Occupational Environment
1) How would you describe the environment you work in? (company culture)
2) How would you outline or describe a “typical” day at work? (e.g., your routine or the duties you perform on a regular basis)
3) How much flexibility are you allowed on your job in terms of dress, hours, vacation, etc.?
4) Are you made aware of supervisory expectations? Do these expectations seem realistic to you? Are you allowed any input into defining your goals?
5) How much autonomy do you have on the job?
6) What portion of your job involves interacting with others, such as co-workers and/or the public?
7) What hours do you work?
8) How much “outside” or overtime work is required on your job? (e.g., weekends, nights, etc.) - What does this work involve?

Occupational Requirements and Experience
1) What college courses have been most helpful to you in your current career?
2) What type of tools or equipment, if any, are necessary to perform your job?
3) Is special certification, licensing, or an advanced degree required for your job? If so, what?
4) What personal qualities do you see as important for success in this occupation?
5) Does your job require any special physical characteristics? If so, what?
6) Is much travel involved in your job? If so, how much and what type?
7) How much job re-location is there?

Benefits and Concerns
1) What are the major rewards of your job?
2) What are the major frustrations you encounter on your job? How do you deal with these frustrations?
3) What fringe benefits are offered on your job?
4) What is a possible salary range for someone in your occupation?
Personal Views
1) How did you personally get interested in this area of work?
2) What was your undergraduate major?
3) Have you always been interested in this kind of work?
4) Did you have any practical experience or training, other than college, prior to your current job?
5) Would you relate any incidents you’ve experienced which would give me a better “feel” for the job?
6) What type of lifestyle can one expect if one enters this field?

Outlook
1) What are the opportunities for advancement in this field?
2) What is the current demand for people in this occupation?
3) Do you foresee any changes in this demand in the future? If so, what or how?
4) How is this field likely to be affected by technology changes?

Advice
1) If you were in charge of hiring someone to assist you in your line of work, what criteria would you use to make your selection?
2) Are there any professional groups that, as an undergraduate, I can join which would be beneficial to me? Which?
3) Do you know of any other people in this field who might be willing to talk with me about their experience?