



Before your interview, you should find out as much as possible about the interviewing organization. Be prepared to answer such questions as “Why are you interested in our organization?” or “Why did you choose to interview with our organization?”

Before your interview you should be able to answer the following questions about the organization.

1. What is the complete name and address of the organization

2. Where (in what city and province) is the main office for the organization? Where are its branches or divisions?

3. The organization is involved in what type of activity? Is it a manufacturing, service, or non-profit organization?

4. What is the total amount of annual sales or income of the organization? What is the size of the organization relative to others of the same type?

5. What is the total number of employees working in the organization?



6. What other information about the organization do you think would be of value to you during the interview?

7. What types of career opportunities in your field are available in the organization?

8. What type of training is offered by the organization?

9. How do you think a person with your background can make a contribution to the organization?
