

# Interview Questions to Ask and Not to Ask

## *Liability and dependability*

### DON'T ASK:

- What kind of child-care arrangements do you have?
- Does your husband expect you to be home to cook dinner?
- What will you do if your children get sick?
- How do you get to work?
- How many children do you have?
- Does your husband live with you or contribute to your support?
- Do you own a home?
- Do you own a car?
- Do you have any debts?
- Do you have any loans?

### DO ASK:

- We are looking for employees with a commitment to this position. Are there any reasons why you might not stay with us?
- What are your career objectives?
- Do you intend to stay in the area?
- Are you willing to relocate to this or any other area?
- Where do you see yourself in five years?
- Are you willing to relocate?
- Are there any areas to which you would not be able to travel for business reasons?
- Are you willing to entertain clients on weekends and evenings?

### DO ASK:

- What was your absentee record at your prior place of employment?
- Do you know of any reason (for example, transportation, or any other reason) why you would not be able to get to work on time and on a regular basis?
- Are you available to work overtime? If so, are there any limitations or restrictions on your ability to work overtime (including weekend overtime, if required)?

## *Miscellaneous*

### DON'T ASK:

- If your supervisor is white (or black), does that create any difficulties for you?
- How do you feel about having to work with members of a different race?
- Are you a militant?
- Do you get along well with other women (or men)?
- Will it bother you if the men swear?
- What language does your mother speak?
- Were you born in this country?
- Do you have people in the "old country?"
- That's an unusual name-what nationality are you?
- Can you provide a photograph of yourself?
- What is the lowest salary you will accept?
- What is your spouse's name?
- What is your maiden name?
- What is your birth date?
- How old are you?
- What church do you attend?
- What is your religion?

## *Career and geographical commitment*

### DON'T ASK:

- Are you married?
- Do you plan to get married?
- Do you plan to have children?
- What sort of birth control do you use?
- Are you likely to quit if you get married or have children?
- Is your spouse likely to be transferred?
- Is your spouse from this area?