

## **SAMPLE INTERVIEW QUESTIONS**

Asking the right interview questions will:

- Confirm the apprentice's education, training and experience listed in the resume.
- Provide information about the candidate's past performance and accomplishment.

## **YOU MUST AVOID ASKING DISCRIMINATORY QUESTIONS**

### **Questions to AVOID:**

- What year did you graduate from high school?
- Where were you born?
- Where did you learn a foreign language?
- What are your child care arrangements?
- What are your religious practices?
- How many days did you miss because of illness last year?
- Do you have any disabilities?
- Have you ever been arrested?
- Are you planning to have children anytime soon?
- Are you responsible for parental care?
- Do you have senior parents or another family member that depends on you?

### **Questions to CONSIDER USING:**

**Behavioural Interview Questions** require the apprentice to assess themselves and recall examples of behaviour. Examples include:

- If you could choose steady, consistent work or busy demanding tight schedules which would you choose and why?
- Tell me about a time when you had to make a critical decision and how did you handle it?
- Give the candidate a scenario that might happen at the worksite and ask how the apprentice would handle it or resolve the problem.

**Open-ended Questions** require an explanation from the candidate. Some examples are:

- What is the greatest asset you will bring to the job?
- What is the most important duty at your current job?
- Describe the last time you had a short deadline and explain how you handled it?

**Neutral Questions** do not reveal a bias towards an acceptable or correct answer. These include:

- If you had to choose between a supervisor who leaves you alone to get your work done and someone who meets with you regularly, which would you prefer?
- Do you prefer working alone or with a team?

**Yes or No Questions** confirm information you already have. Use these sparingly as they don't add new information.

**Follow-Up Questions** assist in gaining more information from the original question and getting a more in depth answer.

**Other Questions to consider:**

- What challenges do you think you will face in this job?
- What is your long term career plan?
- Why did you choose this type of trade?
- If you are offered this job what factors will influence if you accept it or not?
- What would your previous boss say is your strongest quality and why?
- What makes a good journey person?
- Where do you see yourself in five years time?