



HOW TO REVIEW WHAT WAS LEARNED IN THE INTERVIEW

Based on research and the actual interview, review what was learned about the position, the company, and the potential supervisor.

THE POSITION

- Why is it available?
- How long has it been open?
- What would specific responsibilities be?
- Are the goals set for the position realistic and attainable?
- Does the ability exist to successfully perform the responsibilities of the position?
- What is the growth potential in this position?
- How does the position fit into long-term and short-term career goals?
- Are the daily work activities appealing?
- Are salary and benefit requirements satisfied?
- Is there opportunity for advancement?
- Is there an opportunity to develop new skills and expand experience?
- Are the demands of the job compatible with lifestyle?
- Is the travel involved compatible with lifestyle?
- Is the stress associated with changing jobs/relocating manageable?
- Are the values of the organization compatible with the applicants?
- Is this employment opportunity a mutually beneficial relationship?

THE COMPANY

- Is the company growing or downsizing?
- Is the company a result of an acquisition or a planned expansion?
- Has this growth affected its profitability? How will it affect the applicant and the position?
- What is the growth potential of the company's products and/or markets?
- Who are its competitors?
- Does the management team consist of new hires or people promoted from within?
- Does the company have a high retention rate of employees, or do they have a problem with high employee turnover?

POTENTIAL SUPERVISOR

- How long has he/she been in this position?
- To whom does he/she report?
- What was his/her previous work experience?
- How does this relate to his/her background?
- What is his/her growth potential?
- Can the applicant work well with this person?