

Name: \_\_\_\_\_ Date: \_\_\_\_\_

### Colleague Interview Questions

**Directions:** Your task is to interview two people who are or have been employed in the career field you plan to pursue. This is called an “Informational Interview” where you are asking questions and trying to obtain information from someone who is experienced and seasoned in your career field.

**Interview #1 | Name of Person Interviewed:** \_\_\_\_\_

1. Why did this type of work interest you, and how did you get started? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
2. What is your job like on a typical day? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
3. What percentage of your time is spent doing what? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
4. From your perspective, what are the problems you see working in this field? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
5. What are the educational, requirements for this job? What other types of credentials or licenses are required? What types of training do companies offer persons entering this field? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
6. What are the skills that are most important for a position in this field? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
7. If your position were suddenly eliminated, what kinds of work do you feel prepared to do?  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
8. What interests you least about the job or creates the most stress? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
9. What sorts of changes are occurring in your occupation? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
10. Do you have any advice for someone interested in this field/job? Are there any written materials you suggest I read? Which trade/professional journals and organizations would help me learn more about this field? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Name: \_\_\_\_\_ Date: \_\_\_\_\_

**Interview #2 | Name of Person Interviewed:** \_\_\_\_\_

1. Why did this type of work interest you, and how did you get started? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
2. What is your job like on a typical day? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
3. What percentage of your time is spent doing what? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
4. From your perspective, what are the problems you see working in this field? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
5. What are the educational, requirements for this job? What other types of credentials or licenses are required? What types of training do companies offer persons entering this field? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
6. What are the skills that are most important for a position in this field? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
7. If your position were suddenly eliminated, what kinds of work do you feel prepared to do? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
8. What interests you least about the job or creates the most stress? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
9. What sorts of changes are occurring in your occupation? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
10. Do you have any advice for someone interested in this field/job? Are there any written materials you suggest I read? Which trade/professional journals and organizations would help me learn more about this field? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_