

**Auburn City Schools: Work-Based Education  
Job Shadow Sample Interview Questions**

Here is a list of suggested questions for you to use in your shadowing experience.

You might start the interview by saying: “To find out about different jobs, the students in my class are shadowing people at work. I would like to ask you a few questions so that I can write down your answers to take back to my class.”

**Introduction**

- ◆ What is your occupation and job title?
- ◆ How did you become interested in this type of work?
- ◆ Why did you choose this career?
- ◆ How did you get your job with this company?

**Qualifications**

- ◆ What type of education and/or training were required for this job?
- ◆ What classes did you take in high school that prepared you for your job?
- ◆ Did you have to interview, take any tests, complete an internship or apprenticeship for this position?
- ◆ What kind of experience was required for this job?
- ◆ What personality traits are important for this job?
- ◆ What kind of technical knowledge is required for this job?
- ◆ How are technology demands increasing or changing?

**Duties**

- ◆ How many hours do you work in a typical day?
- ◆ Are certain times of the month or year busier than other times?
- ◆ What kinds of things are you required to do as part of your job?
- ◆ Are you required to supervise other employees as part of your job?
- ◆ Do you have to depend on others in order to accomplish your job?
- ◆ Do you take work home?
- ◆ Do you work a shift? What choices do you have in making your work schedule?

**Salary and Benefits**

- ◆ What are the salary ranges for different levels in this field?
- ◆ What types of fringe benefits are offered to you for your job?
- ◆ How are “raises” earned?
- ◆ What is the opportunity for advancement in this area?

**Personal Satisfaction**

- ◆ What do you like best about your job?
- ◆ What don't you like about your job?
- ◆ How has your company kept up with technology and progressive business management techniques?
- ◆ How does your job affect your time away from work?
- ◆ What are the job opportunities for this area of work?
- ◆ What kind of personal satisfaction do you get from your job?

**Miscellaneous**

- ◆ What advice would you give a student interested in this career?
- ◆ What changes do you see in this area within the next 5-10 years?

**Feel free to add your own questions. Be sure to thank the interviewee for his or her time. Follow up with a hand written thank you note which should be delivered to the WBE Coordinator to mail.**