



Interview Questions for Student Employees



Center for Career Development
SUNY BROOME

Important Considerations for Interviewing Students



Educational Interviewing

Even though you are evaluating a student to learn whether or not they will be a good fit for a role, keep in mind that this is an opportunity for you to educate the student on what a professional interview looks like and what type of questions to expect. **Remember that this may be their first ever interview**, and they may not have past experiences- this is okay! Encourage them to discuss class or high school experiences.



Create a comfortable environment

Students will be nervous approaching this interview- your goal as the interviewer is to understand the students skills, attitudes, and motivation for working within this role. If you can create a comfortable environment where the student feels more comfortable to speak honestly with you this will make it easier to gauge if they will be successful as a student employee.



Tailor your interview questions

Change your interview questions depending on what role you are hiring for- do your interview questions match what the students job responsibilities will be? Does it give them an opportunity to discuss their in-class experiences? Ensure that the mix of questions meets the nature of the level of the position and won't overwhelm a first-time interviewer.



Introduce yourself and the role

Introduce yourself, your role within the office, and provide some overview about the position the student is interviewing for. Ensure you explain to the student the purpose of the interview and that you'd like to learn more about them through your questions. This is a great opportunity to establish a comfortable environment more "conversation" focused and can also level set expectations about the role.

Question Suggestions

(McClellan, Creager & Savoca, 2018)

- Tell me about yourself
- Tell me about something you accomplished recently?
- Share two of your strengths and one thing you want to improve
- What does good customer service look like for you?
- Tell me about a time when you went above and beyond what was expected of you- at home, at school, at work, or in the community
- How do you know when someone is listening to you attentively?
- Have you ever had a disagreement with someone? A friend, classmate, or coworker? How did you resolve the disagreement?
- In your opinion, what are the pros and cons of group work or teamwork?
- How do you manage your time and stay organized?
- Did you ever miss a deadline? What happened?
- Tell me about a time when you had to be creative to find a solution to a problem
- What motivates you to do your best?
- What do you hope to gain from this job?
- How do you see this position fitting in with your future goals?