

Candidates Name:

Date:

Interviewed By:

Role:

1. Why Do You Think You Are Suitable For This Role?

2. Present Salary

3. Detail Your Benefits

Educational Assistance

Pension

Medical Insurance

Annual Leave

Stock Options

Bonus

Employee Share Purchase Plan

Car (if required for the role)

Notes:

4. Why do you want to change jobs?

5. What Is Your Location Preference?

6. Tell Me About Some Of Your Achievements At Work

7. Tell Me About Some Of Your Achievements Outside Work

8. What Do You Consider Your Strengths?

9. Describe Your Present Company.

10. Describe Your Main Responsibilities In Your Current Job

11. What Have Been Your Main Contributions At Work In The Last 12 Months?

12. Tell Me About Your PC/ERP/System Skills

13. Have You Been Promoted?

14. Any Additional Languages?

15. Any Holiday Plans In The Next Six Months?

16. Academic Qualifications (& Current Studies) With Results Obtained

17. Are You Doing Any Other Interviews?

18. Notice Period?