QUESTIONS TO ASK IN NETWORKING MEETINGS

Most job hunters realize that networking is critical to their search and set up appointments with all their friends, professional acquaintances, and corporate contacts. It is more important to know what to say once you arrive. You should prepare an agenda before the meeting. Decide what you’d like to find out from your contact, and then prepare questions to elicit that information.

Here are some suggestions for questions to ask but tailor them to fit your personal situation and speaking style. Don’t try to squeeze in too many questions into your meeting. It’s better to leave contacts wanting more than to wear out your welcome.

WHAT WORK IS LIKE

- Could you describe a typical work day to me?
- What skills are required in your position on a day-to-day basis?
- What part of your job do you find most challenging?

STATE OF THE INDUSTRY

- Is this field growing enough that there’s room for someone like me?
- Are too many or too few people entering into this profession?
- Who are the most important people in this industry today?
- Which companies have the best track record for promoting women and minorities?

MONEY & ADVANCEMENT

- What would be my earnings potential if I entered this field?
- How did you get your job?
- If you could start all over again, would you change your career path in any way?

SKILLS & EXPERIENCE

- What educational preparation would you recommend for someone who wants to advance in this field?
- What qualifications do you seek in a new hire?
- How do most people enter this professional?
QUESTIONS TO ASK IN NETWORKING MEETINGS

What do you think of my resume? How would you suggest I change it?
Can you recommend any courses I should take before proceeding further with my job search?
What companies might be interested in hiring someone with my background?

FITTING IN

• Considering my background, how well do you think I would fit in this company and/or profession?
• Would the work involve any lifestyle changes – frequent travel or late-night business entertaining?
• Taking into account my skills, education, and experience, what other career paths would you suggest I explore before making a final decision?

MORE INFORMATION

• What professional journals and organizations should I be aware of?
• Is there anything else you think I need to know?
• Who else would you recommend I speak with?
• When I call, may I use your name?