

STANDARD INTERVIEW QUESTIONS FOR POSTDOCTORAL SCHOLAR APPLICANTS

Following are suggested guidelines and questions to use when interviewing an applicant for a postdoctoral scholar position:

- Inquire about the applicant's experience with (if these are expectations associated with the postdoctoral position that is advertised):
 - Specific research methods
 - Mentoring students
 - Working with lab personnel
 - Teaching courses
 - Developing a course
 - Writing and publishing papers
 - Assisting with grantwriting
- How did the applicant hear about the postdoc position?
- When did the applicant complete their Ph.D. (or other appropriate doctorate)?
- If the applicant has not completed their doctorate, when do they plan to do so (and will this be before the hiring date as all postdoc hires need to have completed their doctorate prior to beginning a postdoctoral appointment).
- Ask the applicant to describe their work style (in terms of ability to work independently, work hours, work ethic, etc.)
- Ask the applicant what they hopes to gain from the postdoc experience.
- Inquire about the applicant's career goals; for example, do they hope to become a faculty member, work in industry, etc.?
- What are the top three accomplishments the applicant has had?
- What are the top three goals the applicant hopes to achieve during their postdoctoral appointment?
- How would the applicant's current faculty advisor and/or supervisor describe the applicant?
- What questions does the applicant have about the postdoc position?