

RESEARCHING THE EMPLOYER

Instructions: Before going on a job interview, find out something about the employer. Here are some questions you should answer:

1. Where is the company located?
2. Is it a local business or part of a national company?
3. Who is (are) the company's hiring authority (authorities)?
4. Does it manufacture a product? What kind?
5. Does it sell goods or merchandise? What kind?
6. Does it provide a service? What kind?
7. Is it a private-for-profit or a nonprofit organization?
8. What kind of jobs do they have at this company?
9. What is the company's starting wage rate?
10. How do employees who do the kind of work I am seeking dress on the job?
11. Find out the interviewer's name and don't mispronounce it.