

The “Smart Seven” Styles of Interview Questions

Style Purpose

1. **Open** to elicit unbiased information
2. **Closed** to clarify, to control the interview; use sparingly
3. **Behavioral** to identify past performance; predictive of future
4. **Probing** to clarify details: to gather additional information
5. **Reflective/Confirming** to clarify or communicate understanding
6. **Hypothetical** to identify job-related action
7. **Leading** to direct: use sparingly

Three Quick Questions To Always Keep In Mind

1. Can the candidate do the job?
2. Will the candidate do the job?
3. How will the candidate “fit” in?