Leading Questions – Customized Employment

* Can you tell me about your business, the products & services?
* What is most important to your company?
* What types of work are done here?
* What about additional tasks - things that happen when people have time to do them?
* What happens when those things don’t happen as needed?
* Are there tasks that you need to be completed more efficiently or timely?
* Can we talk about ways my client might contribute to your company in a manner I think you’ll find very useful? (If already mentioned or now talk about client & what s/he could contribute)
* Could I set up a time to tour your business and also see these tasks more in depth? (If no tasks mentioned, then begin with general tour to further the conversation)

Leading Questions – Labor Market Jobs

* What type of work do you do here?
* What’s most important to your company?
* What skill sets do you look for when hiring? What about experience & education?
* What openings do you have now? Do you foresee other openings in the near future?
* What is your hiring process?