



## Kent City High School Job Shadow Interview

1. What is your career title? \_\_\_\_\_

2. What are your main duties and responsibilities? \_\_\_\_\_  
\_\_\_\_\_

3. What abilities do you have that helped you be successful in your career? \_\_\_\_\_  
\_\_\_\_\_

4. What education and/or training did you have for this job? \_\_\_\_\_  
\_\_\_\_\_

5. What are your usual work hours? \_\_\_\_\_

6. Are you expected to work any overtime? \_\_\_\_\_

7. What are the starting wages/earnings for this position? And what are top wages/earnings in this field for someone with experience? \_\_\_\_\_  
\_\_\_\_\_

8. Does your company offer insurance to its employees? If so, please describe: \_\_\_\_\_  
\_\_\_\_\_

9. Who performs employee evaluations? \_\_\_\_\_

10. How often are evaluations done? \_\_\_\_\_

11. Do you have a handbook that covers company policies and regulations? \_\_\_\_\_

12. How are employees disciplined who break company rules? \_\_\_\_\_  
\_\_\_\_\_

13. How are employees rewarded for positive efforts and outstanding work?  
\_\_\_\_\_  
\_\_\_\_\_

14. What personal and teamwork skills are employees expected to exhibit in their relationships with supervisors, co-workers, and customers/clients?

---

---

---

15. What are the positive aspects of your jobs? \_\_\_\_\_

---

---

16. What are the negative aspects of your job? \_\_\_\_\_

---

---

17. What opportunities for advancements are offered by your company? \_\_\_\_\_

---

---

---

18. What do you expect of your job applications--resumes, applications, and portfolios?

---

---

---

Time student arrived: \_\_\_\_\_ Time student left: \_\_\_\_\_

\_\_\_\_\_  
Signature of job shadowing host date

\_\_\_\_\_  
Company Name

\_\_\_\_\_  
Signature of student date

THANK YOU!