



Minnesota Bankers Association

Intern Candidate Screening Questions

Sample Internship Interview Screening Questions

Although the same steps used to hire full-time employees can be followed to hire interns, employers may find they need to adjust the interview format to fit the candidate's experience. Because students generally lack professional experiences, internship interview questions should focus on goals. When hiring an intern, you may place as much effort into the selection process as you would hiring a full-time employee — keep in mind that an intern may become a future employee. You will spend time and money to train the intern, so choose someone you believe would be a good fit in your organization now and in the future.

Candidate Name: _____

Day/Date/Time Interviewed: _____

Position Interviewing for: _____

Interviewed by: _____

1. How do you feel your previous experiences and education have prepared you for this internship?
2. How do you think this internship experience will prepare you for your career?
3. Why do you want to intern for this organization?
4. What appeals the most to you about this internship?
5. What are your plans after graduation?
6. Where do you see yourself in five to 10 years?
7. What are your short-term and long-term goals?
8. When you started college, what career(s) did you have in mind?
9. As you approach graduation, have your career goals changed?
10. What applicable courses have you taken that may be beneficial to this position?
11. Describe to me what type of organization you want to work for. Describe the work environment you might perform best in — structure, formality, size, etc.
12. Describe for me a project you may have worked on for school or previous employment. What challenges did you encounter?
13. What was the best job you ever had? Why?
14. What are your strengths?
15. What are your weaknesses?
16. Could you share a recent accomplishment?
17. If you are extended an offer, approximately when you could start?
18. Any questions for me?

Information you may share with the intern candidate about the bank includes the following:

- Company style and philosophy
- Bank specifics, number of locations, employees
- Why you like working for the bank

Candidate Assessment

Did the candidate show polish and poise?

Did the candidate articulate thoughts and communicate naturally?

Did the candidate show energy?

CRITERIA	COMMENTS	ASSESSMENT E/M/N
Related Work Experience		
Technical Skills		
Communication Skills		
Customer Service Orientation		
Motivation/Drive		
Education		
E = Exceeds required qualifications M = Meets required qualifications N = Not qualified		