

## Interview Questions: What Works, What Doesn't Under the Law

|  | Lawful | Unlawful | It Depends |
|--|--------|----------|------------|
| 1. Do you have any health problems?  |        | ●        |            |
| 2. Have you ever been arrested?  |        | ●        |            |
| 3. Have you ever been convicted?   | ●      |          |            |
| 4. To what orgs or societies do you belong?  |        |          | ●          |
| 5. (To female applicant) Have you made arrangements to have your children take care of while you are at work?                                    |        | ●        |            |
| 6. Some of the organizations you belong to are listed by initials only? What do the initials stand for?  |        |          | ●          |
| 7. Where were you born?  |        | ●        |            |
| 8. That's an unusual name. What nationality is it?   |        | ●        |            |
| 9. Are you single, married or divorced?  |        |          | ●          |
| 10. I noticed that you were limping when you came in. Are you ok?  | ●      |          |            |
| 11. Do you own your own home or are you renting?   |        |          | ●          |
| 12. Where have you lived during the past five years?   |        |          | ●          |
| 13. Did you receive an honorable discharge from the Army?  |        | ●        |            |
| 14. (Of a naturalized citizen) If you are hired, we will need proof of citizenship. Could you then give us copies of your naturalization papers? |        | ●        |            |
| 15. Do you have fluency in any foreign language?   |        |          | ●          |
| 16. (To a divorced woman) Do you have any other sources of income, such as alimony payments?   |        | ●        |            |
| 17. When did you graduate from high school?  |        | ●        |            |
| 18. How old are you?   |        | ●        |            |
| 19. Have you ever belonged to a union?   |        | ●        |            |
| 20. (To a woman) Do you have any concerns on working on a job with a lot of men?   |        |          | ●          |

● **Law:** Americans with Disabilities Act (ADA), Rehabilitation Act of 1973, State Workers' Comp. Statutes

● **Law:** Title VII of the Civil Rights Act of 1964

● **Law:** Title VII, Civil Rights Act of 1986 & 1991

● **Law:** Age Discrimination In Employment Act (ADEA)

● **Law:** Title VII, ADA, other statutes

● **Law:** Uniformed Service Employment and Reemployment Rights Act of 1994 (USERRA)

● **Law:** Immigration Reform and Control Act of 1986 (IRCA)

● **Law:** National Labor Relations Act

**Interview Questions:** What Works, What Doesn't Under the Law cont.

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| 21. This position requires lifting heavy equipment. Is there anything that would prevent you from meeting this requirement?          |        | ●        |            |
| 22. Have you ever worked for a company under a different name?   | ●      |          |            |
| 23. This job requires frequent overtime. Can you satisfy that requirement?   | ●      |          |            |
| 24. (Of a male applying to work as your secretary) I have always had a woman secretary. Do you think you would be happy in this job? |        | ●        |            |
| 25. How long have you lived at your current address?   | ●      |          |            |
| 26. We need a photograph. If you are hired, will you bring one in for your personnel file?   | ●      |          |            |
| 27. We would like a photo to attach to your application, since so many are applying. Would you mind giving us one?                   |        | ●        |            |
| 28. How many days did you miss work last year?   | ●      |          |            |
| 29. How many days were you out sick last year?   |        | ●        |            |
| 30. Have you ever been injured on the job?   |        | ●        |            |
| 31. Do you currently use illegal drugs?  | ●      |          |            |
| 32. Have you ever used illegal drugs?  | ●      |          |            |
| 33. Have you ever been addicted to drugs?  |        | ●        |            |
| 34. Have your wages ever been garnished by a credit company?   |        | ●        |            |
| 35. Who referred you for a position here?  | ●      |          |            |
| 36. (After listing job duties) Can you perform these job functions with or without reasonable accommodation?                         | ●      |          |            |
| 37. (After listing job duties) Will you need any accommodations to perform these job functions?                                      |        | ●        |            |
| 38. (To applicant with obvious or known disability) Will you need any accommodations to perform these job functions?                 | ●      |          |            |
| 39. What is your experience in this kind of work?  | ●      |          |            |



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