

Interview Questions to Avoid

Inquiry Area	Illegal Inquiries	Legal Inquiries
National origin/citizenship	<p>Are you a U.S. citizen? Where were you/ your parents born? What is your "Native tongue?"</p>	<p>Are you authorized to work in the United States? What languages do you read, speak, or write? (This question is okay as long as it is relevant to the performance of the job.)</p>
Marital status/ name changes/ spouse/ children	<p>What is your marital status? Do you plan to have a family? How many kids do you have? What are your child care arrangements?</p> <p>Any questions relating to these issues may be construed as discriminatory, especially against women—none are job-related.</p>	<p>Would you be willing to relocate? Travel? Have you worked under a different name?</p>
Affiliations	<p>What clubs or social organizations do you belong to? What are your political and religious beliefs?</p> <p>This could reveal protected class information that is irrelevant.</p>	<p>List any professional or trade groups or other organizations that you belong to that you consider relevant to your ability to perform this job.</p>
Disabilities	<p>Do you have any disabilities? Any question on general medical condition.</p>	<p>Are you able to perform all of the duties outlined in the job description?</p>
Military	<p>Were you honorably discharged from the military?</p>	<p>In what branch of the Armed Forces did you serve? What type of training or education did you receive in the military?</p>
Race or Color	<p>Complexion, color of skin, or other questions directly or indirectly indicating race or color.</p>	N/A
Sex	<p>Any question related to sexual orientation if it is not based on a bona fide occupational qualification.</p>	N/A
Age		N/A