



Interviewing a Veteran



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Overview

- **Preparation Phase**
- **Interview Phase**
 - **Questions to Ask/Not Ask**
- **Assessment Phase**
- **Decision Phase**
- **Questions**





Preparation Phase

- **Understand why you are hiring Veterans**
- **Check your bias**
- **Research military experience**
- **Understand the real job requirements**





Interviewing Phase

- **Uncover qualities through performance based interviews**
- **Understand the veteran's body language**
- **Encourage the veteran to speak freely**
- **Tailor questions to veteran experience**
- **Questions to ask – Questions to avoid**





Questions to Ask

- **What is in the Job Description that interests most?**
- **Can you, with or without a reasonable accommodation, perform the essential functions of the job?**
- **What type of training and education did you receive in the Military?**
- **Were you involved in the day to day management of people or supplies?**



Questions to Avoid

- **What type of discharge did you receive?**
- **Are you to be called up for duty anytime soon?**
- **Did you experience any combat operations?**
- **How could you leave your family while you were deployed?**
- **Have you ever killed anyone?**
- **Do you have post-traumatic stress disorder?**



Assessment Phase

- Gauge the veteran's level of self-awareness
- Did the veteran progress through his/her military career
- Look for compatibility not just likeability
- Assess the veteran's desire factor





Decision Phase

- **Match at least 80% of the skills and experience required**
- **Identify the strengths such as leadership, efficient performance, ability to work as a Team Member or Leader, etc.**
- **Your assessment should underline the desired organizational outcomes**
- **Hiring veterans is not charity work**





Review

- **Prepare for the interview by researching the relevant military experience**
- **Encourage the veteran to speak freely**
- **Know what to ask and what not to ask**
- **Assess the skills and military career path**
- **Hire a veteran because they are the best candidate, not because they are a veteran**





Questions?



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