

Questions to ask in an interview

When interviewing people living with disability you might be afraid of discrimination or saying something offensive. This resource recommends some questions you can ask.

You can't ask direct questions about the person's disability, but you can ask questions about their strengths, skills, experience and their capability to undertake the inherent or essential requirements of the role.

Ask your first questions of candidates before the interview. This allows time to make any needed adjustments for the interview and sets candidates up with the best opportunity for success. This is an important part of the recruitment process for all and highlights your company's commitment to being a flexible and inclusive employer.

Questions to ask before an interview

- Is there anything we need to know to give you the best opportunity in the interview?
- Is there anything you need to feel more comfortable, so you can present your best self at the interview?
- Are there any adjustments we can make for the interview, so that we set you up for success on the day?

Questions to ask during an interview

- Tell me about your strengths and abilities and how you will meet the requirements of the role.
- Are there any adjustments we can make to your work environment to set you up for success?
- Is there anything you need, that can help support you to do your job?

Reference your commitment to diversity and inclusion

When asking about interview or workplace adjustments, reference your commitment to diversity and inclusion. Describe what you are currently doing and the impact of these activities. This indicates to all your candidates that you are serious about diversity and inclusion. It may also give candidates the reassurance they need to disclose their disability or discuss workplace adjustments.

Refer to the [Elephant in the Interview](#) podcast and other resources under the [Road to Employment](#) project at Purple Orange, purpleorange.org.au

Note: The [Employee Assistance Fund](#) provides financial support for workplace adjustments.

