



The University of Southern Mississippi

Questions to avoid in an interview

Name

Inquires indicating lineage, ancestry, national origin, or descent.

Marital and Family Status

Any inquiry indicating whether an applicant is married, single, divorced, engaged, etc, number of children, or child care arrangements.

Age

Requirement that applicant state age or date of birth.

Handicaps

The Rehabilitation Act of 1973 forbids employers from asking questions about whether applicants are handicapped or asking them about the nature and severity of their handicaps.

Sex

Sex cannot be used as a factor for determining whether an applicant will be satisfied in a particular job. Avoid questions concerning applicant's height or weight unless you can prove they are necessary requirements for the job to be performed.

Race or Color

Color of applicant's skin, eyes, hair, or other questions directly or indirectly indicating race or color.

Address

Specific inquiry into foreign addresses that would indicate national origin. Names or relationships of persons with whom applicant resides. Whether applicant owns or rents home.

Birthplace

Birthplace of applicant. Birthplace of applicant's parents, spouse, or other relatives.

Religion

Applicant's religious denomination or affiliation, church, parish, pastor, or religious holidays observed.

Military

Type of discharge.

Conviction, Arrest, and Court Record

Any inquiry relating to arrests, court, or conviction record if not substantially related to functions and responsibilities of the particular job in questions.