

▼ Post Doctor or PhD position

▼ Announcement

- link to announcement
- work description
Text from announcement
- Qualifications
Text from announcement

▼ Candidate Name

- Link to application
- Links to other info about the candidate, e.g. <https://scholar.google.com> for post-docs
- ▼ Info on or link to institutions where the candidate has been educated or worked.
 - any info on the above relevant for the position

▼ Interview

▼ Info

- Date:
- Time:
- Place:
- Candidate:
- Present: NN1, ..., NNn (referent)

▼ Opening

- welcome; who are we.
- Brief about NTNU / IE /Department/project
- ▼ Brief about the position.
 - Announcement
 - Out ambition/objective for the work
- Any questions before we start (Take the specific question later)
- ▼ Expectations from the candidate

▼ Introduce yourself.

- ▼ Read application and CV carefully and prepare a couple of questions the:
 - make the candidate relax and at the same time be aware that the process is thorough
 - Sort out and understand oddities, e.g. why more time than nominal on a master study.

▼ What's your motivation and what is your career plan?

- ▼ What made you interested in the position? (Likely to repeat the application, plus some generalities. Be preparer to ask questions beyond that. To probe that the candidate really has thought about the position, the questions below may be put.)
 - Most interesting / challenging aspects of the position
 - Least attractive with the position

- What is your current work status?
- What may cause you to leave the position before the contract period is ending?
- ▼ Plans beyond the PhD / post doc period?
 - shortly after?
 - long term?

▼ **Research interests**

- Thoughts about how to match the profile in the call with your interests (research proposal?) and skills?
- If relevant – Cross-displinary; Lean on any particular area?
- Most interested in methodology (example relevant to the position) or the system (see example relevant to the position)
- What do you consider as the “best result” in your research so far.
- Your strength as a researcher? Do you have any weaknesses?
- Kind of challenges you prefer? (Applied, theoretical; experimental, analytical, design/ innovations,..)

▼ **Background in core issues of the PhD / postdoc research?**

Ask question to assess the background of the candidate. Go beyond the “course followed” to get firm insight.

lit below is an example

- Stochastic systems/processes
- simulations (DES) - inner workings of a simulator.
- measurement campaigns
- Optimization
- Control, automation, “machine learning systems”,

▼ **Could you tell us what is your preferred working style is?**

- Team worker/single person (sub) project; Getting ideas by your desk/in interaction with others;
- Do you like to present and discuss your work (at what maturity stage), any thoughts about how to co-op with: other project members, department staff, supervisors.
- What motivates you?
- Do you like to socialize with your “colleagues”?
- Experience from work on international projects?
- Experience with public outreach? How do you like to popularize?

▼ **Some “ practical issues”**

- Residence in Trondheim for one year (for those not intending to live in Trondheim). Plan/ thoughts for this.
- A visit to an other international institution is expected for phd candidates . (Stay abroad during the contract period?) Thoughts for this.
- ▼ For applicants that will maintain a link (and duties/responsibilities) to their former employer (SINTEF, Industrial PhD candidates, ...)
 - Plans for handling this dual obligation

- Committed to the PhD project, when to day-to-day business becomes demanding?
- If relevant how to make a trade-off between industrial objectives and academic requirements
- IF - Special requirements in the funding (e.g. for ITN fellowships); Are you willing to accept these requirements if you are offered?

▼ **Teaching experience and interest. (Not in the core of the position, but may be relevant)**

- Interested in teaching?
- Experience. Course assistance, supervision of lower level students?
- From your years of university study; any point of view on teaching methods?

▼ **Std. question if not already asked/answered :-)**

- What are your strength and weaknesses (as a researcher and person)?
- Any thoughts about the role you would like to take if you get the position?

• **Do you have any question to ask us?**

▼ **Further procedure**

- If offered the position, what would be the soonest date when you could start?
- Any family issues or similar that has to be sorted out.
- References - any issues contacting them. (Are there any alternative refs. that we also know that may be contacted?)
- When; Informal feedback on our decision
- When; tentative formal offer.