



## Assignment 3.18: Informational Interview Form

### Informational Interview Form

#### General Information

Your Name:	Alaa Rayan Aridi	Date:	21-11-2025
Employee's Name:	Fadia Ghosn	Position:	HR Director
Company:	Khatib w Alami		

#### Informational Interview Questions

1. What do you do? What are your job duties/functions/responsibilities?	I am an Architect and my job is to design Homes and not houses and I create Dwellings.
2. Why did this type of work interest you, and how did you get started with your career?	I am born into a home where dreams are built into reality and the love for design and this encouraged me.
3. What type of education and training prepared you for this career field?	Architecture school in two universities and the knowledge I acquired from my research
4. How did you get your job? What jobs and experiences led you to your present position?	I pursued the job forms and LinkedIn and through networking from architects
5. Does your work relate to any experiences or studies you had in college?	Yes of course, I can not practice my career without college degree and the acceptance for the order of engineers
6. What challenges did you have to overcome to get to your position?	I had to work hard and to get very good at what I do and to be better than everyone else
7. What do you look for in a quality employee?	I look for sincerity and confidence and creativity and sincerity is best since caring is important in Design
8. What personal qualities do you believe contribute most to being successful in your job?	Problem Solving is a good personal quality and it helps in solving zoning and program and conflicts
9. What skills or talents are essential to being effective in your job?	Time management is essential to finish huge workloads in short bursts of time
10. What are the types of entry-level positions that you/your company typically hire?	We usually hire draftman and architect assistant
11. What are the typical entry-level job functions?	The function of the entry-level job is to assist the senior architect and draw with him and do his grunt work
12. Do you think there are some entry-level tasks in your area of work that I would be able to do if I were to start working here today? Please list some.	Yes, if you are aware of the softwares that we use like Revit then you could draw what the architect draws for you and what he instructs you to do
13. In your experience, what are the top three reasons why young people have difficulties being hired?	The time compliance and the interest in working on hard tasks and the knowledge in the career
14. In your experience, what are the top three reasons why young people have challenges keeping their jobs?	Lack of interest in long hours of work and lack of creativity and the inability to follow instructions
15. What advice do you have for young employees who want to advance in their career?	Be ruthless in design and work very hard to advance and shine in the field
16. What sorts of changes are occurring in your occupation?	The use of AI and it is not a threat, but is an asset if used correctly

17. With the information you have about my education, skills and experience, what other fields or jobs would you suggest I research further?	I would recommend you research further landscape Architects and the design of urban Parts
18. How much demand is there for people in this occupation? Can you estimate future job openings?	The demand is not very high and as for future job openings, we feel like assistants and AI users would be a good job
19. What are the salary ranges for various levels in this field?	The salary range in this field can be between 1000\$ and 10000\$ a month depending on the level
20. Do you know of other organizations/places of work that do similar kinds of work or use similar skills? Do you know of other people I might be able to talk to who have similar jobs?	yes of course, there are many offices that work in this field and yes, I know some people in these offices that could help me in finding a job there
21. What's the best advice you'd give to someone interested in this field/seeking to qualify for this position?	I would encourage them to work on their artistic skills and improving their skills in computer softwares
22. I am told that <i>X, Y and Z</i> are my strongest assets. (Fill in the blanks with your skills, areas of knowledge, personality traits). Where would these skills be helpful in this organization?	I am told that Problem solving and confidence and creativity are my strongest assets and these would be helpful in the design phase and in architect assistant
23. Would you mind taking a look at my resume/CV?	No, I would not mind and I would be happy to review them