

HOW TO CHOOSE THE RIGHT PERSON FOR THE RIGHT JOB



INTRODUCTION

If you are like most Managers, Human Resources Professionals, and business owners, you frequently have a difficult time hiring the right employees for your organizations. You may be gun-shy because several previous new hires have not worked out and you are left with mediocre and poor performers. You expected to hire top performers who are right fit for your company while exposing job candidates' liabilities before it's too late. You don't have hiring processes in place, you haven't been formally training in interviewing skills, and you're uncomfortable with making one more hiring decision.

This program will expose participants on how to make the hiring decisions with complete confidence by using a proven, step-by-step interviewing system. To choose the right employee, it is critical to identify not just technical skills but also behaviors, motivations, and the type of environment in which the employee will excel.

OBJECTIVES

- To understand the importance of Behavior-Based Interviewing
- To develop the skills needed to be a professional interviewer
- To be able to analyse candidates
- To learn Best Practices from Around The World
- Understand the styles of selection interviewing
- Identify the key criteria for the job
- Master the application of a consistent system and standards for selection in your organization. Have greater confidence in their ability control the interview.

WHO SHOULD ATTEND?

- Recruitment officers
- Interviewers
- HR
- Managers
- HODs

COURSE OUTLINE

- Introduction
- Issues Relating to Behaviour-Based Interviewing
- Issues Relating to The Behaviour-Based Interviewing in Five Easy Steps

- Issues Relating to Interview Questions
- Issues on Six Companies That Successfully Use Behaviour-Based Interviewing



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