

## Recruitment – behavioral interview, advanced techniques

### #1 Behavioral interview is not equal to conversation - how to conduct an effective interview with a candidate?

- Do you have the impression that during an interview you waste a lot of time on the candidate repeating the content contained in his CV? We will show you what information to pay attention to in a CV, what and how to ask a candidate,
- Are you wondering whether you can check during the interview whether the candidate has competences relevant to the position? The answer is: YES, using the appropriate tool the STAR model. During the training, you will master and practice this effective behavioral interview method, thanks to which you will ask only strong recruitment questions and make better use of every precious minute of the recruitment meeting. We will also provide you with practical tools that will guide you like a map: a card with the STAR model and a ready-made script for a conversation conducted using this model,
- It's worth learning from other people's mistakes! We will discuss the most common mistakes made by recruiters during a recruitment interview and consider how to minimize the risk of their occurrence,

- Don't be fooled by the candidates!
   During the training, you will learn "tricks" in answering during a recruitment interview and how to deal with them.
- If you sometimes have the impression that candidates are "manipulating" you or that they are "selling" well, but in reality you have little "specific information" about them, then NLP - the secrets of neurolinguistics - will be a great extension of the STAR model for you, thanks to which you will ask even more effective questions recruitment.

We conduct training in the following formula:

- Iandline
- ✓ online
- ✓ hybrid MIX







## Recruitment – behavioral interview, advanced techniques

# #2 Competencies - a detailed map that will help you achieve recruitment success

- What are these magical powers?
   During the training, we will show you the essence of competences and their application in recruitment practice. You will see how much more effective and easier (because you know what to look for) the recruitment process will become!
- You don't know how to find out whether a potential employee has a given competence and to what extent? You will learn to use the so-called behavioral indicators and you will no longer have any doubts,
- Are you missing one standard to assess candidates' competences? With us, you will learn to use the competence assessment scale used in recruitment processes.

# #3To find one, you need to know who you are looking for. Candidate Recruitment Profile - how to define expectations for the candidate you are looking for

- You will learn how to best obtain information to create a Candidate Recruitment Profile and how to define all the criteria necessary to find an employee suited to the position.
- You will receive a ready-made tool that will make your work easier and more effective: a card with the Candidate's Recruitment Profile
- We will also analyze the most common mistakes made when working with this tool, so you can avoid them in the future!

# How we take care of your needs:











#### #4 The cherry on the cake – the last and equally important steps of the recruitment process

#### "How to choose the "right" one?"

- you will learn how to carefully and comprehensively consider all the collected information. We will provide you with a practical tool that will help you make decisions about employment - the Employment Matrix.

### #5 Additionally, we will deal with other techniques that increase the accuracy of candidate selection:

- The lack of motivational match may result in low employee commitment and performance, or even the decision to dismiss... Therefore, when you already know what the candidate can do, it is worth checking what he wants to do
  - and therefore examining the Candidate's Motivational Match! You will learn this during the training and we will provide you with a practical tool: the Candidate Motivation Matrix. which will help you examine motivation at various levels - not only in relation to the preferred tasks, but also the candidate's values.
- More or less consciously, each of us is subject to psychological traps, but in the case of a recruiter, they can significantly affect the candidate assessment process. After the training, you will be prepared for them!

### **During the workshop** you will learn, among others:

- design and conduct an effective recruitment process
- select really important information about the candidate
- recognize threats that may arise when the expectations of the organization and a new employee clash
- verify whether the candidate has the competences required for the position
- · check the degree to which the candidate's needs and values match what your organization offers
- recognize the candidate's level of motivation for work

Do you have any questions? Please contact me

Adrianna Ostrowska Open Training Coordinator 789 220 112 adrianna.ostrowska @4grow.pl



