

Recruitment, Interviewing & Selection

All courses can be
virtual or face to face

Sample Content Includes:

- **Planning**
 - **Job Description and Person Criteria**
 - **Attracting Quality Candidates**
 - **CVs, Application Forms, Evidence, References**
- **Business Specific Competencies, Skills & Information**
- **Traps, Challenges and Bias**
- **Interview Process - various types of interview options**
- **Selection Decisions**
- **Offering the Position**
- **Working With Other Departments**

Contact us for a full course outline.

