

## 4 Tips to Ensure You Hire the Right People

*"Employees are a company's greatest asset - they're your competitive advantage. You want to attract and retain the best; provide them with encouragement, stimulus, and make them feel that they are an integral part of the company's mission" -Anne M. Mulcahy*

The hiring manager is arguably the most critical role in the hiring process as they often have the best expertise about what are the requirements of the job are but may still require a broader perspective during the process of selection: that's where the rest of the hiring team comes in.

Unfortunately, during the job interview process, many hiring managers and supervisors make costly mistakes. The hiring team may not ask all the right questions, unintentionally ask the wrong questions and they may even be oblivious to certain red flags exhibited by the candidate during the interview process. This could lead them to mis-hire on a large scale which would result in an inflow of an underqualified workforce, leading to greater employee turnover rates and a loss of financial resources; ultimately impeding the progress of the company.

### **Below are 4 ways to secure quality talent through the hiring process:**

#### **1. Practice Open-mindedness:**

Researchers from the University of Messina studied over 11,000 resumes found women had a callback rate of 54% and attractive men had a callback rate of 47%. However, unattractive women had a callback rate of 7% and unattractive men had a callback rate of 24%.

The best way to combat biases during interviews is to be aware of them. Although a hiring manager may know that an individual's attractiveness is in no way an indication of their ability to perform the job, they may continue to hold these biases as they do not realize the impact, they have on their decision making.

With the right **Interview training** and support, hiring managers can learn to keep an open mind while interviewing candidates. A trainer can provide a neutral perspective while uncovering underlying biases and addressing them with the team.

If AI-driven tools can provide data that analyse the quality and accuracy of an employee's work, would it not ensure that managers and employees are both looking at the same set of data when making decisions about performance?

#### **2. Conduct Structured Interviews:**

Structured interviews are more objective than unstructured interviews. Interviewers who use this interview format should learn how to prepare behavioral questions, understand rating scales and score candidates consistently.

Here are some **interview tips** to help interviewers understand structured interviews:

- **Understand and Select** what questions are most effective for hiring the best possible workforce:
  - The hiring team should study and select relevant and engaging questions to ask potential recruits
  - The questions should assess the personality of the employee as well as their technical skill in order to determine whether they will be able to adapt within the organization

- **Practice:** Mock interviews can be used to determine the effectiveness of the questions that are to be administered in the interview. Getting feedback can help determine whether these questions are engaging enough. Managers can practice efficient note making in order to avoid getting too distracted by their notes while conducting the actual interview
- A standard **check list** can be made in order to determine what to look for in candidates. This checklist can also work as a guideline while formulating the set of questions to be asked during the job interview.

### 3. Observe the Conduct of the Individual

A hiring team should be aware of as to what makes a good employee, why a candidate behaved the way they did in the interview and what their body language say about them

- **Analyze already existing hiring patterns:**  
The hiring team can look back and examine how the current employees conducted themselves during the interview. Did they make any false promises? How many of the employees managed to meet the expectations they set during the interview?
- **Look beyond first impressions:**  
How important are the candidate's soft skills for their line of work? Could their social/presentation skills be an indication of their ability to efficiently perform their role? If hired, can the candidate overcome their limitations after adjusting to the organization?

### 4. Administer Interviews as a Means for Assessing Soft Skills

Unlike hard or technical skills, there is no quantitative way to determine if a candidate possesses soft skills. However, these skills are crucial for job performance.

**Interview questions** are the best way to assess soft skills, particularly when they're part of a structured interview process. Interviews allows for personal interaction and follow up questions while the results obtained from commonly used methods such as standardized personality tests and high-pressure group discussions are unreliable.

Directing focus towards choosing the right employees is inadvertently proportional to the growth of your company.

Due to the importance of their role in the organization, appropriate resources and support, coupled with [Interviewing Skills Training](#) can help the recruitment team to making better hiring choices and maintain the quality of recruits coming in.

### Interviewing Skills Training

**Interviewing Skills Training for Managers** conducted by [Momentum Training Solutions](#) successfully answers the question, "**How to interview?**" and has great participant feedback.

Many professionals nowadays are opting for **interview training online**, as it provides a flexible and convenient way to develop and enhance their interview skills, potentially leading to better career opportunities.

We recommend that you check the link to the Interviewing Skills Training on our website <https://www.mmmts.com/interviewing-skills-training.htm> to obtain a more comprehensive understanding of our Interviewing Skills Training.