



USE THESE PROVEN STEPS TO ENHANCE YOUR RECRUITMENT PROCESS

Get Your Advertisement Right

If you know exactly what you need, advertise for it. Again, be specific. If you need someone to work certain days, say that. But, also advertise what you have got to offer.

Prepare an Interview Template

Interviewing can be tough. If you've got several interviews all on one day, it can get boring and tedious. When you interview someone that you get on with, it can quickly become a chat, instead of a formal process. This is fine.

Perform Background and Reference Checks

Most people ask for two references when they advertise a job. Very few actually take the time to check these references. Do it. Check references properly, and use the Checkr website to perform background checks quickly and efficiently without risking people's private data.

Consider Trial Shifts

Interviews, application forms and CVs are a great way to find out if someone has the experience and education that you need. But, they don't give you a real idea of how people work. Consider offering a short trial shift to help you make your decision.

Keep an Open Mind

You should never judge a book by its cover. Keep an open mind while recruiting, and don't just hire the kind of person that you'd expect to work well. Taking a chance sometimes the best thing you can do.



GUEST AUTHOR

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