

# Structured Interview Training

An effective answer to your hiring needs

**Our Structured Interview Training** will help your hiring managers:

- Identify the most qualified candidates for the job.
- Ask questions that pinpoint past experience and performance.
- Guide candidates toward seeing how they fit into your company and its culture.

Your managers will experience increased confidence in their hiring decisions, carefully aligned with professional and legal guidelines.

## **Multi-Dimensional Workshop**

We provide structured interview training that covers the basics of effective interviewing and then some. Our training program is based on sound scientific principles and practical experience. Our format recognizes that people learn best by applying knowledge and practicing skill development. Our training seminar is a combination of formal style presentation, discussion, trainee participation and role playing exercises.

## **Interviewing 101**

Our seminar begins by focusing on the basics: preparing for the interview, establishing rapport with the candidate, pacing the interview, taking notes, maintaining confidentiality, and conducting a legally defensible interview. Your hiring managers will learn how to get the information they need for making a well informed decision while also learning how to put the company's best foot forward to help persuade the qualified candidate to accept an offer of employment.

## **Structured Approach**

We help you avoid ineffective or potentially illegal interview questions by establishing a planned approach to the interview process. By asking open-ended questions that are behaviorally based and knowing the specific kinds of indicators you're looking for, you can become more confident that your hiring decisions are based on facts, not guesswork.

## **Competency Guided**

Our training program educates your staff on competency modeling. We can provide direction on building a competency model or help you understand how to use your company's current model to construct interview questions that get to the heart of a candidate's skills and values. This will help you choose people with the right match of skills, values and work attitudes for your company.

## **Behavior-Based**

We know the best predictor of future performance is past behavior. Our training capitalizes on this relationship by emphasizing the use of behavior-based, rather than hypothetical, questions. Learn to use follow up questions that clarify a candidate's particular, relevant experiences

## **Customized To Your Needs**

Our seminars are available as full-day or half-day sessions and can be provided on-site at your location or at our headquarters or off-site at a location of your choosing.

**EASI•Consult® - We've been on your side of the desk**

Contact Us To Get Started

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