

INTERVIEWING SKILLS TRAINING

(Focussing on millennials)

Let's face it: great leaders are great because they surround themselves with fantastic, talented people. Making poor hiring decisions (and keeping bad hires) based on deficient interviewing skills, costs companies millions of dollars every year. This interviewing skills program helps leaders develop the right skill sets to interview and find the best candidate every time.

TARGET AUDIENCE

The course is aimed at managers and interviewing panels. These managers would typically be second level managers such as heads of department, section heads or divisional heads, and may have more than one team reporting to them. The manager would be responsible for incorporating the correct interviewing policies and procedures of the organisation so as to ensure fairness and consistency across the organisation.

Learning Outcomes

1. Prepare participants to successfully interview potential candidates
2. Suggest techniques for asking thoughtful questions
3. Share guidelines on questions not to be asked
4. Provide ample practice

Program Outline

- **Think it through : knowing what you want**
- **Cast the net wider**
- **Think like a Marketer**
- **Focus on various candidates**
- **Types of interviews**

- **The interview Funnel**
- **Interview questions that get results**
- **Evaluation sheet**

Facilitator
Sajni Dharamdass

Duration : 2 days