



Recruitment and Retention Programme

Overview

To understand the recruitment and selection process. Be familiar with behavioural style interviewing and its advantages. An opportunity to practice identifying competencies & behavioural indicators in order to recruit for a position and look at ways you can retain an effective and motivated workforce

Outline programme

- 3 Step Approach: Identify Competencies, Identify Behavioural Indicators and Questions
- Questioning Techniques
- Interview Structure
- Building Rapport
- Opening the Interview
- Body of Interview
- Closing Interview
- Retaining and motivating your team

Qualification information

Designed for: All employees

Course duration: One day programme

New Directions Certificate Issued

