

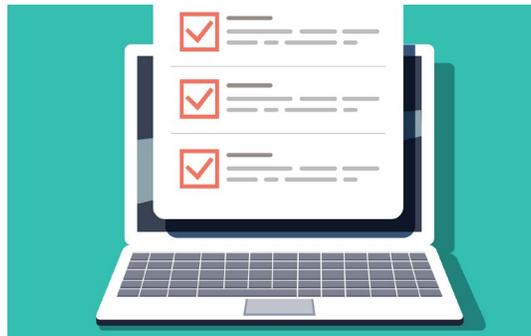
# Six Tips For Hiring the Right Employees\*



The secret to business success isn't just a good plan, it's good people. Hiring the right ones is no simple task. But it pays off in the long run, through greater productivity, a positive work environment, improved employee morale, and greater success in long-term planning and in reaching corporate goals.

Hiring the wrong employees can be a disaster. It can be costly, in terms of salary as well as in training and time lost managing avoidable issues. The negative impact on workplace culture and productivity is virtually incalculable.

Here are some important tips on how you should handle the hiring process.



## Focus on the Description

Every great job begins with a great job description. Spend some time on it. Create a bulleted list of characteristics, skills, and past experience the ideal candidate should have, and get all key stakeholders to sign off on it. Use it as your guide throughout the process.

## Plan Ahead

Once you have a job description for a new hire, hold a meeting with the key personnel who will be involved in bringing the right candidate onboard. Together, plan how you'll approach the process.

## Use a Checklist

Processes work better when you write stuff down. So, create a checklist your team can use for every new hire. Include on the list the steps you intend to follow. Then check them off when they're completed.

## Prescreen Candidates

Choose qualified staff members to handle the prescreening process. You'll be surprised at how many candidates look great on paper but--due to salary demands or qualifications--simply aren't good fits.

\*<https://www.thebalancecareers.com/top-tips-for-hiring-the-right-employee-1918964>



# Six Tips For Hiring the Right Employees



## Be Careful What You Ask

The job interview is everything. It's your chance to ask critical questions. So, make sure you think carefully about what you want to ask (and what you want to know). Get others involved. Create a list that will help you separate exceptional candidates from average candidates.

## Develop Relationships

Great hires can lead to more great hires. Whenever you interview candidates, cast a wide net. Begin to develop  and record the names of  potential future hires.

### About EG Workforce Solutions

We've been in this business for decades and have developed a deep network of professional connections. Whether they're companies looking for talent, job seekers looking for work, or an up-and-coming store in need of some temporary help, we know the right people to bridge the gap between the hiring and the hired.

But what's more, we get to know people. From employers hiring to candidates looking, we take the time to listen and learn. We hear your likes, talents, and needs. We gain an understanding, and with it, we're able to facilitate lasting relationships between businesses and people.

<sup>1</sup> <https://www.thebalancecareers.com/before-making-job-offer-1918948>

## Five Critical Things To Do Before Hiring

Don't just simply choose the candidate who's most like you. Challenge yourself to look for employees who will add to your organization's diversity and creativity. Here are some ideas to help you do that:

- Get feedback from employees who served on your interview team.
- Check references. Talk to the candidate's former supervisors and managers.
- Spend personal time with the candidate. Develop a sense of how he or she will fit your culture.
- Explore the person's ability to learn and grow into the job or other jobs in your company.
- Evaluate the big picture. Determine whether or not a candidate will add strategic and personal value to your organization.



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