

Advanced Selection Interviewing and Recruitment Skills

2027 26 - 22
Geneva (Switzerland)

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R2022112318009522 **Location:** Geneva (Switzerland) **Fees:** 5200 GBP

Why This Course

Attracting and selecting the right talent has become more competitive and complex than ever. Organizations need structured, data-driven recruitment approaches to identify high-potential candidates while ensuring a strong candidate experience and alignment with business needs.

This comprehensive 5-day program is designed to enhance recruitment capabilities at every stage of the hiring process. It provides practical tools and advanced techniques that help participants move beyond traditional hiring methods and adopt a more strategic, efficient, and effective approach to talent acquisition.

What You'll Learn and Practice

By participating in this program, you will:

- Master advanced interviewing techniques to assess candidates accurately.
- Develop effective strategies to attract and identify top talent.
- Create clear job descriptions and selection criteria.
- Apply structured and data-driven candidate assessment methods.
- Understand legal and ethical considerations in recruitment.
- Improve employer branding and candidate experience.

The Program Flow

Day 1: Foundations of Advanced Recruitment

- Understanding the evolution of recruitment practices.
- Conducting job analysis and defining competencies.
- Creating clear and effective job descriptions.
- Developing a structured recruitment strategy.

Day 2: Advanced Candidate Sourcing and Screening

- Applying innovative sourcing strategies to reach top talent.
- Using technology to enhance candidate screening.
- Analyzing resumes using advanced evaluation techniques.
- Conducting pre-interview assessments.

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A graphic of a chessboard with several chess pieces. A large gold king piece is in the foreground, with a silver pawn and a silver knight behind it. In the background, there are concentric circles and a gold queen piece.

Day 3: Mastering the Interview Process

- Comparing structured and unstructured interview approaches.
- Applying behavioral and situational interviewing techniques.
- Designing competency-based interview questions.
- Interpreting non-verbal communication and responses.

Day 4: Assessment and Selection Techniques

- Using psychometric and personality assessments.
- Conducting skills and aptitude evaluations.
- Applying assessment center methodologies.
- Using data to support objective selection decisions.

Day 5: Finalizing the Recruitment Process

- Conducting reference checks and background verification.
- Managing job offers and negotiation processes.
- Designing effective onboarding experiences.
- Measuring recruitment performance and return on investment.

Individual Impact

- Strengthen expertise in modern recruitment practices.
- Improve confidence in evaluating and selecting candidates.
- Enhance interviewing and communication skills.
- Develop a more structured and analytical approach to hiring.

Work Impact

- Improve the quality of hiring decisions.
- Reduce time-to-hire and recruitment costs.
- Enhance candidate experience and employer reputation.
- Strengthen alignment between talent acquisition and business needs.

Training Methodology

This program combines practical learning with real-world application to ensure strong outcomes. Methods include:

- Interactive sessions and guided discussions.
- Case studies based on real recruitment challenges.
- Role-playing exercises for interviewing and selection.
- Group activities focused on sourcing and assessment strategies.
- Practical tools and templates for immediate use.

A graphic of a chessboard with several pawns. In the foreground, a large gold king piece stands prominently. Behind it, several smaller pawns, some gold and some silver, are positioned on the board. The background features concentric circles, suggesting a strategic or analytical theme.

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Beyond the Course

By the end of the program, participants will be able to:

- Build a toolkit of advanced interviewing techniques.
- Develop a customized recruitment strategy for their organization.
- Design competency-based assessment frameworks.
- Implement an improved and consistent candidate experience process.

A graphic of a chessboard with several chess pieces (a king, a queen, and a pawn) on it, set against a background of concentric circles.

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