Recruiting Strategies: How to Hire the Best!

Sunday, Feb. 21, 2016
3:30 p.m. – 5:00 p.m.

Presented by

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Overview
• New tools to make that task easier.
• Find the right fit.
• The benefits of an initial focus on recruiting
• How recruiting impacts retention, turnover cost and employee/customer satisfaction
• How to develop an effective recruitment checklist
• The best methods for recruitment – past and present.
• Getting managers and current employees engaged in the recruiting process.

Countless Hours and Resources
• Wasted time?
• Wasted money?
• How can I reduce these?

Making Recruiting Easier
• Be a Positive Part of the Community.
• Referral Program
• Networking Sites
• Create a Passive Talent Pool
• College Recruiting
• Temp-to-Perm Positions
Finding the Right Fit!

- Develop accurate job descriptions
- Compile a "success profile."
- Draft the ad, describing the position and the key qualifications required.
- Post the ad in the mediums most likely to reach your potential job candidates
- Develop a series of phone-screening questions.
- Review the resumes you receive and identify your best candidates.
- Screen candidates by phone.
- Select candidates for assessment
- Assess your potential candidates for their skills and attributes using a proven assessment tool
- Schedule and conduct candidate interviews.
- Select the candidate.
- Run a background check
- Make your offer to the candidate

Can they do what they say they can do?

- Ensuring A Legal Interview
- What You May/May Not Ask in an Interview
- Open-ended (or Neutral) Questions
- Behavioral Based Questions
- Skills Testing
- Interview Evaluations

Initial Focus on Recruiting

- Benefits:
  - Reduces cost
  - Improves productivity
  - Increases customer satisfaction
- Reduces turnover
- Improves morale and productivity
How recruiting impacts retention

• Lowered productivity
• Overworked remaining staff.
• Lost knowledge
• Training costs

Turnover cost and employee/customer satisfaction

• Determinant to the bottom line.
• Damage team dynamics.
• Raising Pay?
• Better benefits?
• Unhappy customers?

How to develop an effective recruitment checklist

• Ensures you are hiring the employees best suited for the position.
• Review sample recruitment checklist.
• Benefits
• Consistency
Best methods for recruitment

• Past:
  – Word of mouth
  – Newspaper
  – Sign in the door

• Present:
  – Social media
  – Employee referral
  – Community involvement

Getting others engaged in the recruiting process

• New Employee On-boarding experience
• People always feel good when they feel included.
• Ownership/Accountability
• Fosters teamwork
• You still have the final say.

Evaluating Your Recruiting Process

• Were your methods cost-effective?
• Did you stay within budget?
• Did your recruitment generate a large enough applicant pool to make a good selection?
• Were your applicants qualified for the job?
• How many applicants must you generate to get a good hire?
• How long did it take to fill the position?
• How long does it take for a new employee to “get up to speed?”
• What about turnover? Do your new employees stay with the organization?
Summary

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RentalCareers.com

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See how ARA’s Rental Career Center can help you.
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- Understanding potential liabilities.
- Implementing successful strategies.

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