

Smart Hiring, 5e



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Learn how to build the most critical part of your business--your employees. Let Smart Hiring Take You to the Next Level Finding and keeping the right employees is critical to the success of your company. But with the tangle of legal and practical issues involved,

the hiring process is often littered with mistakes--mistakes that can cost you money, customers, and your reputation. Smart Hiring at the Next Level helps you sidestep the pitfalls that are tripping up the competition and shows you how to attract and hire the candidates who will put you on the road to success. Inside, you will learn: -Strategies for attracting the best candidates-How to write effective ads and recruiting materials-The 80 Percent Rule for assessing applicant suitability-How to decode resume-speak and get the information you want-Who should be involved in the hiring process-How to tap into non-traditional labor sources-The importance of job descriptions-How to get honest feedback from employee references Over 500 interview questions

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