

Assessing staffing needs, interviewing and evaluating candidates



Course Overview

Before an interview is conducted by any manager, supervisor or lead, they need to know what some of the primary employment regulatory considerations are. The lack of knowledge in this area creates risk for every organization. In this training session, we will cover the key steps to the employment process through job description analysis, advertising, what to look for in reviewing the application, what good questions should be based on, interviewing assessment problems, and evaluation selection techniques.

Your supervisors will leave the training knowing:

- Employment Regulatory considerations before interviewing
- The employment process that leads to effective hiring and minimizing cost
- How to evaluate the best candidates
- Risks that are inherent in the hiring process

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