



Join the Dots

Recruiting & developing **extraordinary** people

Recruiting **EXTRA** Ordinary People

Recruitment for character – train for skills

Objectives

To enable team leaders / hiring managers to use the right materials and tools within their tool-kit, to recruit the right people to meet legal and company requirements.

What is it about and what will it do?

Delegates will learn how to follow the recruiting right process to get the best people in role via a fair selection process.

The focus will be on practical application and use real life examples. The day will be participative, involve individual / group work and action planning to support real recruitment back in the work place.

Who is it for?

This is for team leaders / hiring managers who want to develop their recruitment and selection skills.

Outline content

- Preparing for recruitment
- Conducting recruitment practice / interviews
- Following up on recruitment
- Ensuring people are set to start right – for proper induction and dealing with probationary periods



Join the Dots **Recruitment and Training Limited**

Development House, 64 Britannia Way, Britannia Enterprise Park, Lichfield, Staffs WS14 9UY
Telephone **Birmingham office** +44 (0)121 516 0755: **London office** +44 (0)203 892 5018
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