



Interview Techniques

An interactive 1 hour workshop designed for delivery over the telephone.

Who should attend: Recruiters and resourcers whom conduct applicant interviews and want to understand the differing techniques

Outcome expected: Participants will be able to identify different interviewing techniques and when they should be used.

CONTENT

1. Definitions

- Preferential
- Behavioural
- Competency
- Situational
- Targeted selection

2. The theory

- Preparation for interview – the pre-screen
- Structure
- Questioning techniques
- Building rapport
- Use of voice
- Non verbal body language
- Candidate control
- Generational Issues

3. The practical

- Role play set scenarios

How to contact us:

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