



How to Screen Candidates

***Hints, Tips and Value from Hargreaves Recruitment
that will really help with your recruitment process***

HOW TO SCREEN CANDIDATES

If you are new to recruitment and you haven't screened candidates before, then this section is crucial for you and your business.

Screening candidates is going to be your first interaction with your potential new employee.

Getting recruitment right the first time will save you time and money - I can't stress this enough.

We've outlined a whole process within this section to ensure you give them the right information but you are also receiving the right information.

Questions like...

- Can you tell me about your current situation?
- Can you tell me what attracts you to this position?

And providing information to the candidate such as...

A snapshot of your company culture and what a typical working day would look like. Whether you offer hybrid remote or flexible working.

We have created the perfect screening call for you to understand whether this candidate is going to be suitable to invite for a first-stage interview.

The “how to recruit” course was designed to give businesses back control of their recruitment.

The programme is perfect for businesses that attract talent into their business but want to learn more about recruitment and it's also beneficial for businesses that already have a recruitment department but for some reason, it's just not performing.

The “How To Recruit” course is an online learning programme, with lifetime access that teaches you everything that you need to know about recruitment, attraction strategies, interviewing and onboarding.

It's interactive, and easy to follow and there are a tonne of templates that you can download and use every day in your recruitment practice.

<https://hargreavesrecruitment.com/course/how-to-recruit/>