



Optimum Results

Business Training Experts

Interviewing, Recruitment & Selection

Programme Overview

- Participants will learn how to set up a job profile.
- Learn how to agree the traits required and structure an interview to deliver appropriate candidates.
- Understand and employ the best processes to attract suitable applicants for the interview process.

Programme Outline

- Setting structures for recruiting the right candidate
- Applying the traits and behaviours necessary for the role and transferring them into a recruitment format that will produce results
- Creating the environment for the quality interview
- Applying knowledge of equal opportunities when making the decision
- Setting up induction training to maximise the effectiveness of new recruits.

Optimum Results Ltd
The Business Centre,
Blackthorn Business Park
Coe's Road
Dundalk
Co Louth

Tel: +353 42 9333033
Email: info@optimumresults.ie
Web: www.optimumresults.ie

