

19 STRATEGIES FOR HIRING THE BEST

1. Focus on hiring only the best.
2. Make sure you have a written job description.
3. Don't limit your sources for good employees.
4. Avoid hiring someone who averages more than one employer every two years.
5. Use a rating system so that early candidates are not forgotten in the interview process.
6. Where possible, promote from within to maintain employee morale.
7. A person with an extensive self-employment background is very likely to go back to self-employment as soon as possible. Hire this person as a consultant.
8. Disabled workers often do a better job with greater loyalty and less absences.
9. Use a temporary employment agency instead of hiring an employee in haste.
10. "Over qualified" people are better than "under qualified" people.
11. Have the person leaving the position interview their replacement.
12. Test the skills and industry knowledge of a prospective employee. Get specific.
13. Look into a potential employee's energy levels. If you engage in more than one interview, try to do it at different times of the day.
14. Look into any significant gaps in employment.
15. Consider using outside recruitment agencies if you won't follow a process.
16. Use pre-employment questionnaires.
17. Test every new employee for drug use.
18. Check an applicant's background and all references thoroughly.
19. Memorialize the terms of employment.