



Avoid Costly Hiring and Promotion Mistakes

to Ensure Success for 2017!

Nothing is more frightening to a business leader than hiring someone who appears to be a perfect fit for the job only to quickly discover that, underneath the winning smile and the navy blue suit, he or she is a workplace nightmare. As unemployment drops in 2017, it will become increasingly difficult to find the right talent for your organization.

If you are hiring a manager, consider the following:

- What is the potential employee's sense of urgency?
- What is his/her willingness to make a decision?
- Will he/she lead and listen?
- Will he/she hold people accountable?

These questions can unveil flaws in unsuccessful managers.

If you're hiring an important individual contributor, consider these points:

- Does the potential contributor have the cognitive ability the job and your company requires?
- How easy will he/she be to manage?
- Will he/she be high maintenance?

When you hire an individual contributor or manager who is unwilling to make a decision, workplace stress occurs. A poor hire drives your turnover up.

There are many causes for high turnover, but one big culprit is workplace stress. Workplace stress occurs most often when the person does

not fit their job, their manager, or their organization's culture. In fact, a recent study concluded while 20 percent of turnover is directly linked to job stress and unfair treatment, an additional 48 percent is indirectly linked to related stressors, such as poor work/life balance and inadequate compensation. This can unfortunately translate into a lot of disengagement and a lot of turnover.

A scary hire also drags your productivity down. Everyone suffers when employees have to cover for a co-worker who can't or won't do their job. Competent workers become distracted and disillusioned, and incompetent workers cause havoc by making mistakes, falling behind, and draining managers who don't trust them to produce. Add to that the impact these stressors can have on employee morale, and you've got a real productivity nightmare on your hands.

These are just two examples of how a poor hiring decision can dramatically alter the workplace environment you have created. Leaving your next hire to chance can bring great disruption to your culture, brand, and productivity.

Solution: use pre-hire assessments that accurately predict job and culture fit. This is the fastest way to ensure you are getting the right fit for the job, company, and culture prior to a job offer. **N**

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10 PITFALLS OF HIRING

Have you ever hired the best of the worst? Don't let these hiring mistakes happen to you!

- 1 Recruiting people who are just like you
- 2 Picking the first candidate who walks in the door; succumbing to the warm body syndrome
- 3 Weak job descriptions
- 4 Failing to check references and other information on the résumé or application
- 5 Talking too much and failing to listen
- 6 Posing questions that require only yes/no answers
- 7 Hiring based on your comfort zone rather than candidate's qualifications
- 8 Searching in too small of a pond
- 9 Not being prepared for the interview
- 10 Offering a job based only on gut instincts