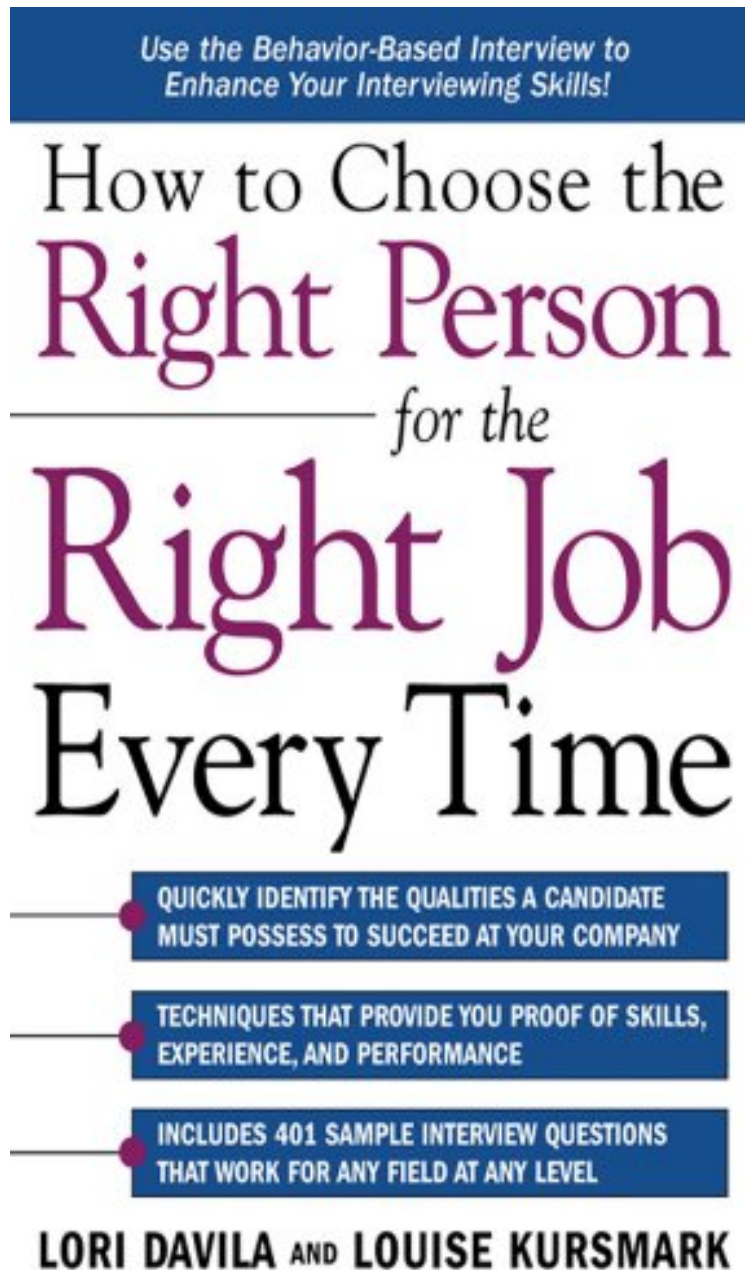


How to Choose the Right Person for the Right Job Every Time

Lori Davila, Louise Kursmark

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A powerful new technique for exposing the person behind the resume Traditional interview techniques are notoriously inadequate when it comes to providing a picture of how a candidate will actually perform on the job. Recently, an interview style proven to more accurately identify the cream of the crop has been making headlines. It's called behavioral interviewing, and it involves getting candidates to truthfully describe how they responded to past job situations to indicate how well they will handle tasks required in their new position. Coauthored by a hiring consultant to Coca-Cola, Nortel, Siemens, and other Fortune 500 companies, How to Choose the Right Person for the Right Job Every Time explains the advantages of behavioral interviewing and shows managers how to: Identify the skills and characteristics they want in a candidate Develop an interview format Ask the right questions--includes 401 sample questions Rate candidates by scorecard