

Interviewing skills, the interview process

This course enables you to confidently manage the interview process from start to finish, ensuring a positive candidate experience and gathering the information you need to make informed hiring decisions.

Course content

- Throughout this course, you will learn the necessary skills needed during the interview process. The course covers:
- Structuring the interview
- Opening and settling the candidate
- Listening, questioning, probing, and transparency
- Feedback and wrapping up

Learning objectives

- Describe how to structure an effective interview and create a positive experience for the candidate.
- Demonstrate active listening, effective questioning, and probing techniques to gather meaningful information.
- Provide clear feedback and confidently close the interview process.



Approximately 20 mins (self-paced)



For hiring managers



Enquire for prices



Optional extra: Post eLearning workshop
Enquire for prices