



Derks & Derks

Delivering Recruitment &
Development Solutions



Interview techniques course

How do you conduct an effective job interview with applicants? What are relevant questions to ask? And what focus areas are key in an interview, if you want to select the best applicant? The answers to these questions are prominently featured in Derks & Derks interview techniques course.

Every organisation has experience with mis-hires, when a new employee that seemed ideal in the interview process turned out not to be able to do their job in practice or to fit in with the team. And this goes both ways when an applicant selects a different organisation to be their employer. In both cases you're left empty-handed and with plans that are delayed. Cost-wise an unwanted departure can soon even amount to a year's salary.

After our **Interview techniques course** you'll possess the knowledge and skills to reduce the number of mismatches. As an (HR) professional, you can get to work straight away. With the newest insights, the use of the correct techniques and by asking the right questions, you'll feel more secure in your interviewing skills and will easily be able to select the right applicant for the job.

For whom?

Our course (1 or 2 half days) is suited for both novices and (more) experienced (HR) professionals and managers who are involved in recruitment and selection interviews with candidates.

Also available as an in-company course

We would be pleased to set up a custom-tailored work programme for you and your team. Please call 033 - 472 80 87 discuss the possibilities with us.

What can you expect from us?

In the course, we'll sharpen your interview techniques (even more) together. In addition to the most important theory and tips and tricks, we'll mostly engage in practical assignments. There is ample room for exchanging knowledge and experiences during the course. You'll be able to apply the personal feedback you receive in practice immediately. Afterwards, you'll receive a reference work and a certificate of participation.

Depending on your experience, the programme will take either **1 or 2 half days**, in which the following themes will be covered:

- Conversation structure
- Determining skill sets
- Competency-based interviewing: working effectively with the STAR method
- Evaluation of behaviour
- Questioning techniques and the use of meta-communication

Fees

A **standard interview techniques class** consists of two half days (from 9 a.m. to about 4.30 p.m.) This course offers a great foundation for novice professionals. The investment is **€ 700.00 per person**, excluding VAT but including lunch, a reference work and a certificate.

Are you a more seasoned professional and would you like to brush up your skills? If so, please select the **refresher course**, an accelerated programme that takes one half day and is priced at **€ 350.00 per person**, excluding VAT.

Dates and application

Please contact us at office@derksenderks.nl or call 033 - 472 08 087.