

Excel with Your Phone Interviews



Use these Simple Tips to Improve Your Candidate Interviews & Hiring Efficiency

Clear Game Plan

Determine the skills and responsibilities needed before making calls

Be Flexible

Don't set super aggressive calling schedules. Account for availability issues

Let them Speak

Allow candidates to ask questions. You will be able to gain further insights on their motivations

Be Creative

Throw in unexpected questions that show critical thinking, improvisation skills and instinct

Way Forward

End interviews with an update on when to expect a follow up. Keeps potentials eager & in the loop

Quick Feedback

Regroup quickly with your team post interviews to keep your hiring process moving

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