

Finding, Interviewing, Hiring & Keeping Great Employees

Advanced Hiring Techniques for Practice Owners/Office Managers

Make your next hire successful and avoid the legal danger zone.



Hiring is a critical task for every business manager, but it takes more than a gut feeling to hire with consistent success. You need an arsenal of proven strategies for identifying the right employee for the position and an intimate knowledge of state and federal laws, including what you can ask during the interview, what you can require of the job candidate, and what your respective rights are after employment begins.

Whether you are looking for your first employee or just looking to hire better, this course will provide **all the tools you need to find, hire and keep the best employees** for your practice, giving you an instant advantage over your competitors.

Hiring stronger is the best way to fast-track your practice and management goals!

PARTICIPANTS WILL LEARN:

- Secrets to attracting the right candidates through powerful job descriptions
- The best way to screen out 95% of “undesirable” applicants
- Which interview questions are legal, and advanced strategies to identify and hire the best candidate
- What and how to document during the interview process
- Why working interviews lead to legal hot water, and what you should do instead
- What common pitfalls lead to hiring the wrong person—and how to avoid them
- Guidance on properly classifying hourly exempt vs. non-exempt employees so you can avoid legal danger zones
- The underappreciated role your employee handbook plays in the hiring process

Suggested Program Length: 1 – 2 hours

Inspiring & Unique



Paul Edwards

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View Demo Video at
www.cedrsolutions.tv