

Hiring Practices for Better HR

Everyone understands the value of human resources in the success of an enterprise. We all know that the better the people we hire, the better the company will perform. The extremely progressive among us also know that the real key lies in hiring people smarter than we are. The missing link is the process we can engage in to determine who this smart folks are, and the steps we can take to verify their brilliance. This article will provide the process and allow you to be on your way to identifying, attracting and securing the best team possible.

Know What You're Looking For

The key to hiring the right people is starting with a strong understanding of what qualities you are looking for. Typically companies do not look for qualities but rather qualifications, which are two dramatically different things. Certainly you need to set the qualifications of your staff as a priority. People need to know how to do the assignments you delegate. But too often we fail to set the qualities of the individual as a priority as well. Some qualities you might want to incorporate into your job descriptions are:

- Takes pride in work
- Is timely on completion
- Is pleasant to be around
- Works well in a team environment
- Is loyal
- Gets along well with others

These qualities, when combined with the right qualifications, make an excellent employee.

Have Clear Job Descriptions

Too often we thrust people into positions and tasks without clearly defining for them (or the people around them) what our expectations are. You need to explain each task not only in terms of the process the worker needs to follow, but also in terms of the results you are expecting. This will allow for a greater sense of understanding on the part of your employees, which will lead employee appreciation and a higher level of performance.

Take Your Time

One ironic element of most HR policies is that they do not post for a position until they need to fulfill a specific task. This leads most companies with an aching need to get someone into a position as soon as possible. The result is that we compromise our qualifications and qualities demands just to get the person we deem closest to our needs to work immediately. This is never a good idea. You need to hold out for the right person. The damage of hiring the wrong person is too costly, and too difficult to undo, to rush into it. Take your time.

Identify Your Trouble Spots

There are HR circumstances companies often encounter that are difficult to overcome because we tend to place the responsibility for failure on the employee. You need to examine your demands and make sure that your expectations are in line with reasonable performance parameters for excellence. In other words, if you have a task that no one seems to be able to do, it might be because it is a task that no one is capable of doing. You need to review your demands, analyze your trouble spots and make the appropriate adjustments.

Interview With Your Brain (But Use Your Gut)

There are human frailties that interfere with the interview process. When our emotions are involved in the process because we find a candidate attractive or engaging or charming, the selection process is diminished. You need to use your brain and not your heart in the process. Keep in mind your qualifications and qualities, and use your gut to tell you whether a your favorite candidate is right for the job. Also, impose a process on the hiring that prevents the hiring of someone based on emotion. Process elements can include multiple interviews, interviews with some of your colleagues present, and interviews at varying locations. In general, a good rule is that no one individual makes the hiring decision. This eliminates the emotional factor and requires that two or more people see the potential contribution of the candidate.

Assembling a winning team starts with the processes that allow for the identification of winning team players. Do to this you must understand what the profile of a winner is and you must have the internal mechanisms in place to secure and absorb the new player so that he or she senses the winning environment and strives to be a champion.