

How to expand your shortlisting process for amazing results

A Scout Talent Group webinar





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Housekeeping

- Your microphones are on mute so we can't hear you, however we'd love your participation!
- We'll launch some audience polls throughout the session.
- If you have any questions or comments, please type them into the Zoom chat function on your screen.
- The webinar recording and slides will be emailed afterwards.

Attraction is only Step One.

Candidates are in the driver's seat right now. Organisations have to tweak their talent acquisition process to entice candidates to their roles.

In a tight market, you need to be faster, more engaging, and more communicative than your competitors.

Today's Focuses

- Looking at our process
- Looking at our tools
- Looking at how we care for our candidates

Looking at our process

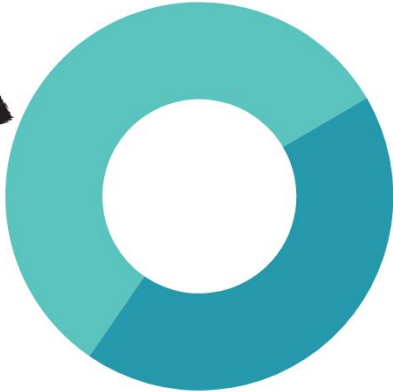


SCOUT TALENT

SEE PEOPLE FIRST

57%

of applicants think the most frustrating part of a job search is the long wait after an interview to hear if they got the job



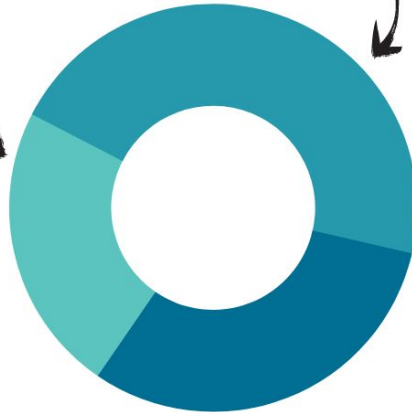
46%

of applicants lose interest if they haven't heard back within two weeks post-interview



23%

of applicants lose interest if they haven't heard back within one week post-interview



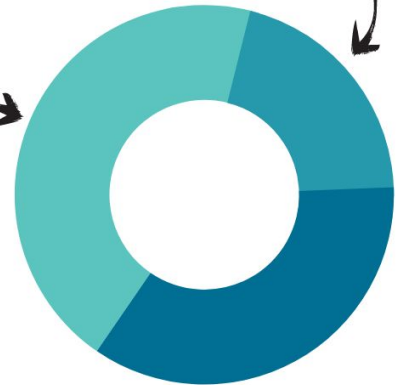
32%

said a long hiring process made them question the organisation's ability to make other important decisions



39%

of applicants lose interest when faced with a lengthy hiring process



18%

of applicants decide to stay in their current role when the hiring process is too long



Questions to ask about our process:

- What are our timeframes?
- What can we automate?
- Where can we find efficiencies?
- Where can we remove redundant steps?

Standard process

1. **Apply:** Candidate submits an application for a vacant role
2. **Contact:** Initial phone/Zoom interview
3. **Interview:** Face-to-face interview with hiring manager
4. **Test:** Behavioural, skills, and compliance testing
5. **Check:** Contact the candidate's references
6. **Offer:** Inform the successful candidate and offer the role



Waiting until the role has closed before screening applicants is a thing of the past.

A lengthy application process is the main contributor to disengaged applicants.

You need to ask: ***“What is efficient, and what is redundant?”***

Where can you find efficiencies?

- **Face-to-face:** Assess technical and team fit, combine interviews where you can, remove bias, plan your message, set expectations.
- **Checking:** Communicate what is required from the applicant, streamline reference contact, remove potential bottlenecks.
- **Offer:** Remove potential delays, be persistent but not aggressive, remember not to be casual about your approach.

Looking at our tools



A strong applicant tracking system (ATS) is key to an efficient recruitment process. Scout Talent, a powerful ATS, can help with:

- Interview scheduling
- Reference checks
- Onboarding and offer management
- Police checks

Looking at how we care for our candidates



It is vital to keep your candidate pool warm throughout the process to maintain your employer brand for future recruitment.

Clear communication doesn't have to be time-intensive; you can quickly and easily communicate to candidates:

- Where they currently stand in the recruitment process;
- What the next step is, and;
- When they will be informed of next steps.

Automation and expectation

- **Automation:** Touching base with applicants as soon as they apply shows you care about your employer brand. Beef out initial emails with culture-add material, further reading, resources, and more.
- **Expectation:** From the first step, set an expectation of when candidates will hear from you. If this is not possible, a mass email to applicants keeping them in the loop works well too.

Nothing I've spoken about today is groundbreaking. The main focus is on the value of simplifying your process to make it as accessible as possible.

In a tight candidate market, once you've engaged a candidate, **you can't afford to lose them.**

Major Takeaways



Major takeaways

1. **Analyse** your recruitment process, and determine your minimum expectations for the time taken between each step.
2. **Remove** superfluous elements from each step.
3. **Enrich** steps with more relevant tools, such as behavioural questions, panel interviewing and candidate flexibility.
4. **Communicate** expectations and developments to candidates to keep them in the loop; remember, they're potential stakeholders!

Questions?





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