



Legal/Best Practice ✓

Skill Builder ✓

Career Builder ✓

Management and Supervisory – Recruitment and Selection

Course Code: CTO76

This course enables interviewers and recruiters to gain the necessary techniques to employ good people, in line with HR best practice employment law.

Course at a glance

- Types of interview and communication methods
- Interview conduct – control and questioning techniques
- Employment legislation awareness
- Preparing for the interview
- Analysis of the vacancy, candidate profile and selection methods
- Induction planning
- Course assessment and review

	At Brandon Training Centre	On-site
Duration	2 days	2 days
Cost	£200 + VAT per day	£1,800 + VAT per trainer per day on-site
Minimum number of delegates	1 – attending an Open Course Booking	8
Maximum number of delegates	12	12
Certification	Brandon Training Certificate with Training ID Card. Records are available to view on-line	

Note: All pricing is based on Per Delegate rates unless otherwise indicated. For more information or to book a training date, please contact the Training Team on: 01179 718 555 or www.brandontraining.co.uk