

HIRING WITH PI WORKFLOW

Identify the need for an opening and create a job description

- Complete a **Job Assessment** to set the **Job Target**
- Use the Job Report to align internally and modify the job description

GOAL: Gain consensus on job requirements from key stakeholders

Construct the job ad and post the job

GOAL: Fill your pipeline with potential candidates

Review resumes and determine which candidates will move forward

- Invite candidates to take the **Behavioral and Cognitive Assessments**
- Use the **Job Pipeline** and **Match Scores** to identify the best candidates

GOAL: Fill your pipeline with potential candidates

Conduct interviews

- Use **Interview Guides** to help you prepare for and conduct high-quality, meaningful interviews

GOAL: Conduct better, more structured interviews

Hold post-interview feedback session with the interview team

GOAL: Ensure everyone aligns on the final decision

Extend an offer and onboard your new employee

- Provide a positive and customized onboarding experience using the: **Placard, Reference Profile, Personal/ Manager Development Charts, Behavioral Report**, etc.

GOAL: Successful hires (right fit, right role)