

The Select Advantage™ Process

Define		Screen		Analyze		Accelerate	
Activity	Details	Activity	Details	Activity	Details	Activity	Details
Job Activities & Define Scorecard	<ul style="list-style-type: none"> Accountabilities ★ Priorities ★ Time allocations ★ Success factors ★ 	Source & Review	<ul style="list-style-type: none"> Job posting language ★ Network Post online Review resumes 	Assess Soft Skills	<ul style="list-style-type: none"> Behaviors ★ Culture fit ★ Personal skills ★ Critical Thinking ★ 	On-boarding – Hiring Manager Debrief	<ul style="list-style-type: none"> Leadership assessment ★ Results debrief ★ Leadership coaching ★
Create Avatar	<ul style="list-style-type: none"> Behaviors ★ Culture fit ★ Personal skills ★ 	Phone Screen	<ul style="list-style-type: none"> Confirm resume and job requirements Discuss salary Ask job-specific questions 	Compare	<ul style="list-style-type: none"> Candidate match to Avatar ★ Identify additional areas to probe ★ Determine candidate direction ★ 	On-boarding – New Hire Debrief	<ul style="list-style-type: none"> Profile debrief ★ Compare job to profile ★ Individual coaching ★
Clarify Requirements	<ul style="list-style-type: none"> Experience Skills Education Salary ★ 	Core Values Email Screen	<ul style="list-style-type: none"> CVE Email Template ★ Gauge responsiveness & follow-through Evaluate writing abilities Consider core value alignment 	Performance Checks	<ul style="list-style-type: none"> Focused, behavior-based questions Probe job fit gaps Understand leadership needs 	On-boarding – Joint Debrief & Scorecard Review	<ul style="list-style-type: none"> Review profiles comparison report ★ Review scorecard ★
Leader Assessment	<ul style="list-style-type: none"> Behaviors & Culture Fit ★ 	First Interview	<ul style="list-style-type: none"> Ask behavior-based, job-related questions Probe work history Determine job fit 	Additional interviews	<ul style="list-style-type: none"> Focused, behavior-based questions Probe job fit gaps Follow up on performance check insights 		

I finally realized, after working with The Metiss Group and following the selection process, that hiring really doesn't have to be a crap shoot.

– Ivan Brillhart, General Manager, Delaco Kastle Processing

The Power is in the Process • The Magic is in the Tools

