

COMPETENCY BASED INTERVIEWING



Mr B Natarajan
HR Thought Leader

Thursday, 09 May 2024 | 10.00 AM
MMA Management Center

Overview

The most important skill a Manager should possess is their ability to identify the right candidate for their team. Great team is made of great people and it is the responsibility of the leader to set their team first. What is the basis on which we identify the right person for selection. Competency based Interviewing techniques will help us to get the right candidate.

This workshop will focus on understanding the various Interviewing techniques and learn the skills of Behavioural Event Interviewing (BEI).

Workshop Outline

1. Pre-Interview Preparations

- 1.1. Getting the JD for the position
- 1.2 Understanding the profile of the candidate
- 1.3 Identifying the competencies required for the position
- 1.4 Preparing the questions to be asked
- 1.5 Alloting time and creating the right atmosphere.

2. Behavioural Event Interviewing

- 2.1. Ice breaking questions
- 2.2. Explaining the expectations from the company
- 2.3. Asking the relevant BEI questions
- 2.4. Active Listening
- 2.5. Mock Interviews

3. Assessing the Candidates

- 3.1. Using STAR technique for assessments
- 3.2. Avoiding Biases in decision making

For whom

All Managers who regularly conduct interviews and make selection decisions.

Key Takeaways

At the end of the course, you will be able:

- Understand Benefits of Competency based Interviewing
- Put to practice some of the concepts learned
- Able to be more objective in selecting the candidates

Date & Time

Thursday, 09 May 2024

From 10.00 AM to 5.30 PM

Participation Fee

For Members : Rs.1800 + 18% GST

For Non-Members : Rs.2500 + 18% GST

Bulk Registration: For bulk registration of 5 or more participants, an additional 5% discount will be offered.

*Fee once paid will not be refunded

B NATARAJAN

*faculty
profile*

Natarajan B is a seasoned HR professional with 29 years of cross-cultural expertise in people management and innovative HR solutions. He holds degrees in Mathematics and Production Technology, along with a Master's in Human Resource Management. Formerly Vice President of HR at Apollo Group and PPN Power Generation, and General Manager HR at Tebma Shipyards and KONE Elevator, Natarajan is now establishing his own executive coaching practice.

As an Associate Certified Coach (ACC) with the International Coaching Federation, Natarajan is committed to transformational leadership. He's also skilled in virtual facilitation and competency-based HRM. Actively involved in professional associations like ISTD and MMA, Natarajan contributes as a visiting faculty at MSSW and serves as Director for Learning & Development at ICF Chennai Charter Chapter.

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