

Secrets of finding and keeping good employees

[Business](#), [Employee](#)



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Secrets of Finding and Keeping Good Employees Presented to: Dr. N. Beyruti

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Introduction: In our days, employment became a hard process in which many managers are complaining about it. In addition, hiring good employees is essential to run a good business on a daily basis and for a long run. Thus, employees would be the heart and the soul of a business. On the other hand, Interviewing is an important process in the preselection of good employees and so opening a gate to have the right person in the right position.

Interviewing is an art of gathering information and trying to learn about candidates before selection. Furthermore, Recruitment is a chain of events that could have sequential and disastrous consequences. Thus, designing a good interview should not address or talk about job requirements before the interview starts. On the other side, many savvy applicants could mask their true capabilities and thus inaccurate image could be drawn. Interview

Requirements: The interview process should: - Define the position that the applicant is admitting for. - Address questions specific to the position and requires conscious behavior. Check or test the ability of interviewer to do the interview. - Be more scientific and less emotional - Check the steps that are taken for the final hiring process. - Avoid group interviewing that would become a " game of tag" Consequences of Bad Employment: Bad employees not only affect an employer by driving down sales, costing the company unwanted expenses due to negligence or simple lack of motivation, but affect customer as well. In addition, wrong decisions and demotivated employees could lead to: - Heightened feelings of stress for the employee in his daily

work. - A chain of disastrous events that does irreparable damage. An increase in absenteeism. - Frustrated and angry managers that try to employ motivation techniques; KITA (kick-in-the-ankle) - A “lose-lose” situation for all company stakeholders. Hiring Strategies: Selecting and hiring candidates could take several forms: - Interviewing to check the background of the interviewer - Personality characteristics assessments. - Abilities assessments - Interest assessments - Integrated assessments. These assessments facilitate dramatically the hiring process by identifying the thinking styles, occupational interests and behavioral traits and allow the visualization of the “total person”.

To complete the assessment process behavior tendencies play an important role in increasing individual productivity by identifying personal accommodation, assertiveness, attitudes, energy level, independence, objective judgment, sociability, manageability and decisiveness. Keeping and Maintaining Good Employees: As important as attracting good employees is, it is just as important to retain them. As always, benefit packages help to retain employees. After spending as much time as you should have in attracting good employees, it only makes sense that you would go to certain lengths to keep them.

Essential tools in keeping and maintaining good employees: - Offer opportunities for personal growth. - Build an organization culture that appreciates personal achievement and performance. - Construct a newsletter that nominates the employee-of-the-month. - Sustain a comfortable environment that empowers employees. - Understand that many

employees are motivated by their social networks at work. - Encourage team involvement. - Make benefits more accessible. - Create clear paths at the company. - Share challenges and successes.

Hiring and retaining good employees goes hand in hand; and the assessment process should be tested for their ability and reliability to establish a “win-win” situation for people to be happier, produce more and experience less stress. In addition organizational culture should build into it an employer recognition and appreciation to look to their strengths over their weaknesses and their power over their problems. Finally, companies should be aware of matching the right person to the right job and secure its employees in a more convenient and comfortable environment.