

4 easy strategies to fill open positions **FASTER**

The longer you drag out the hiring process, the more it eats up your business's resources and time. You know you need to act fast to secure top talent, but rushing and winding up with a bad hire on your hands is an equally unappealing scenario. In today's competitive market, where top talent often receives multiple job offers, these **4 strategies can help to fill your positions faster.**



1. BE DATA DRIVEN

SHRM (Society of Human resource professionals) data says the average time it takes to fill a position is 33 days. Do you know how long it takes you? Use data to identify bottlenecks and optimize the entire hiring process. Some items you can start tracking are:

The best candidates are only on the market for as little as

➔ **10 DAYS**

yet average time to fill can be as much as three months. (offjivevibe.com)



How long it currently takes you to fill a role.



The time it takes for the candidates to move between interview stages



The number of calendar days from the final selection to making the job offer.

Once you've gathered all the data, pick the most alarming numbers and look for ways to improve them. Remember that you only get around 10 days before your top candidates get hired elsewhere.

2. MAKE APPLYING EASY

Top-tier candidates have many choices when it comes to where they want to work, and will pass on your opportunity if you have a tedious application process. Take yourself through your entire application process, from job search to resume submission. Focus on these items to make it a seamless process:

#1. Mobile Friendly

86% of active candidates use their smartphones to begin a job search

#2. Stick To the Basics

Don't ask for unnecessary information. At most, you need name, contact information, and a resume.

#3. Resume Upload Options

Allow applicants to apply with LinkedIn profiles or upload your resume from Dropbox or Google Drive.

According to Career Builder, 60% of job seekers quit in the middle of filling out online job applications because of their length or complexity

60%

3. CANDIDATE EXPERIENCE

Focus on the

Candidates want their job seeking experience to be fast, transparent and easy. Creating a more meaningful and impactful candidate experience will leave your prospects with a positive impression of your organization. Here's how:



PROVIDE TIMELINES Letting a candidate know how long interviews will take and when they can expect a decision is a simple courtesy that can make a big difference. Follow-up at every stage keeps the personalization process going.

BE TRUTHFUL Be honest with those who aren't hired for the opening you're trying to fill today. If they were good candidates but were edged out by another applicant, discuss possible openings in the future. Be sure to keep the door open.

BE HUMAN Generic, impersonal recruitment initiatives leave candidates feeling as though you only care about filling a vacancy, rather than what the candidates skill can bring to the table.

81%

An overwhelming 81% of candidates say that the one thing that would greatly improve their overall experience is if employers continuously communicating status updates to them.

4. INTERVIEW PROCESS

Streamline the

Adding structure to your interview process creates a better candidate and employer experience and results in fewer candidates being lost in high demand positions. Here are a few things you can do to streamline your interviews:

A. Standardize Your Interview Process
Outline the stages of your process and implement company wide to maintain consistency.

B. Align your interview questions and skills tests with the role's requirements
Tailor your list to the requirements of each individual role.

C. Train the Interviewers
Implement interviewer training programs to try to cut down interviewing time and improve the quality of hire.

D. Establish Performance Standards
When managers know what is expected of them and are measured on meeting those standards, they can help to ensure a streamlined experience.

22.9 days

The interview process takes an average of 22.9 days. (Glassdoor)