



HUMAN RESOURCES AND TRAINING

Strategic Recruitment, Interviewing and Selection

Course code: HRT-035

SPARK TRAINING

Professional training courses for leaders, specialists, and organizations seeking practical capability development.

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— Workshop Overview

Hiring the right talent is a strategic driver of organizational success. Poor hiring decisions can lead to low performance, high turnover, and increased operational costs. Modern recruitment is no longer just about filling vacancies—it is about strategically attracting, assessing, and selecting individuals who contribute to long-term business goals. This programme is designed to equip HR professionals and hiring managers with advanced recruitment and selection skills. It focuses on building structured, fair, and effective hiring processes that improve candidate quality and strengthen organizational capability. Participants will learn how to move beyond traditional interviewing techniques toward competency-based, evidence-driven selection methods.

Why Attend

This programme combines practical recruitment expertise with real-world application:

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Real recruitment and selection case studies

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Hands-on CV screening and candidate evaluation exercises

Who Should Attend

HR Managers and Recruiters

Talent Acquisition Specialists

Hiring Managers and Department Heads

HR Business Partners

Team Leaders involved in recruitment

Professionals responsible for staffing decisions

— Learning Objectives

- Develop strategic recruitment and selection processes
- Define job requirements and ideal candidate profiles
- Apply effective sourcing and attraction strategies
- Conduct structured and competency-based interviews
- Evaluate candidates objectively and consistently
- Reduce bias in recruitment decisions
- Improve hiring quality and efficiency

— Course Outline

DAY
1

Strategic Recruitment Fundamentals

- Role of recruitment in organizational success
- Workforce planning and talent acquisition strategy
- Job analysis and role profiling
- Defining competencies and success profiles
- Recruitment lifecycle and key stages
- Employer branding and talent attraction

DAY
2

Sourcing and Attracting Talent

- Modern sourcing channels and strategies
- Writing effective job descriptions and advertisements
- Digital recruitment tools and platforms
- Building talent pipelines and databases
- Candidate engagement strategies
- Practical exercise: sourcing strategy development

DAY
3

CV Screening and Shortlisting Techniques

- Structured CV evaluation methods
- Identifying key skills, experience, and red flags
- Shortlisting criteria and scoring systems
- Objective candidate comparison techniques
- Reducing bias in screening decisions
- Practical exercise: CV assessment and shortlisting

DAY
4

Competency-Based Interviewing

- Principles of structured interviewing
- Behavioral and competency-based questions
- Interview planning and question design
- Conducting effective interviews
- Assessing skills, behavior, and cultural fit
- Role-play: interview simulation practice

DAY

5

Selection, Decision-Making and Best Practices

- Structured selection decision-making
- Reference checks and final evaluation
- Avoiding bias and improving fairness in hiring
- Improving recruitment efficiency and quality
- Candidate experience and communication
- Final case study and recruitment simulation

— Upcoming Classroom Dates

DATE	LOCATION	FEE
5 - 9 October 2026	Munich - Germany	€1,725
16 - 20 November 2026	London - United Kingdom	€2,125
7 - 11 December 2026	Barcelona - Spain	€2,125
21 - 25 December 2026	Amsterdam - Netherlands	€2,100
11 - 15 January 2027	Barcelona - Spain	€1,925
8 - 12 February 2027	Munich - Germany	€2,125
8 - 12 March 2027	London - United Kingdom	€2,100
12 - 16 April 2027	Amsterdam - Netherlands	€2,125

— Certificate and Registration

Participants who attend and complete the full programme receive a SPARK Training Certificate of Completion. For registration, in-house delivery, or availability questions, contact info@sparktraining.eu or +31 85 115 0004.