

# Hiring Health Check

Most hiring challenges aren't dramatic. They're subtle. A vague role profile here, an inconsistent interview there, a decision that relies a little too much on "gut feel." Over time, these small friction points add up — slowing you down, creating risk, and making it harder to hire great people.

Our Hiring Health Check gives you a clear, practical snapshot of how healthy your current hiring approach really is. It's grounded in I/O psychology, written in plain language, and designed to help you see where your process is supporting good decisions — and where it might be quietly working against you.

This isn't a full audit. It's a smart, simple starting point.

## 1. Role Clarity & Foundations

What to look for:

- ✓ Are your role descriptions clear, current, and behaviour-based?
- ✓ Do hiring managers share a consistent understanding of what "good" looks like?
- ✓ Are job ads attracting the right people — or just more people?

Why it matters:

Clear foundations reduce bias, speed up decisions, and improve candidate fit. A well constructed job advertisement clearly setting out your requirements can also help candidates 'self-select' out – or not apply for your role.

## 2. Sourcing & Attraction

What to look for:

- ✓ Are your channels reaching the talent you actually need?
- ✓ Does your employer brand feel consistent and credible?
- ✓ Are candidates getting a realistic picture of the role and culture?

Why it matters:

Good attraction reduces noise, improves quality, and strengthens your reputation. Again, providing a 'Realistic Job Preview' can help reduce applicant numbers by potential applicants making a full informed decision on whether to apply or not.

## 3. Screening & Shortlisting

What to look for:

- ✓ Are your screening and shortlisting criteria clear and consistently applied?
- ✓ Do you have a structured way to compare candidates?
- ✓ Are decisions based on evidence, not impressions?

Why it matters:

Consistency at this stage ensures fairness and objectivity – and improves accuracy.

#### 4. Interviews & Assessment

What to look for:

- ✓ Are interview questions linked to the actual behaviours needed for success?
- ✓ Do hiring managers feel confident running structured interviews?
- ✓ Are you using an anchored rating scale to evaluate responses?

Why anchored rating scales matter:

They give interviewers a shared, behaviour-based way to judge evidence. Instead of “I liked them” or “They seemed confident,” you get clearer, more defensible decisions. (This Health Check won’t give you the full scale — but it will show you whether you need one.)

#### 5. Candidate Experience

What to look for:

- ✓ Are candidates kept informed at each stage?
- ✓ Do they know what to expect?
- ✓ Is the experience consistent across hiring managers and the roles that you advertise in your organization or business?

Why it matters:

A positive experience strengthens your brand — even for candidates you don’t hire. Remember that a candidate will typically share a poor or bad candidate experience they had with your business with up to 10 other people!

#### 6. Decision-Making & Offer Stage

What to look for:

- Are decisions made using shared criteria?
- Do hiring managers discuss evidence, not opinions?
- Are offers timely, clear, and aligned with expectations?

Why it matters:

Strong decision hygiene reduces risk and improves long-term performance.

#### 7. Onboarding & First 90 Days

What to look for:

- ✓ Is there a structured onboarding plan?
- ✓ Do managers know what “success” looks like early on?
- ✓ Are new hires supported to get up to speed quickly?

Why it matters:

It's important that your new starter knows what is expected of them. This means they know what they are doing and how their accomplishment or level of success is going to be measured. A strong start improves retention and accelerates performance.



## Your Hiring Health Score

Use the checklist below to get a quick sense of where you're strong – and where you might need support.

Rate each area as: Strong | Needs Attention | Not in Place

Area	Rating
Role clarity & foundations	
Sourcing & attraction	
Screening & shortlisting	
Interview structure	
Use of anchored rating scales	
Candidate experience	
Decision-making consistency	
Onboarding & first 90 days	

## What Your Results Mean

### **\*\*Mostly "Strong"\*\***

Great – your foundations are solid. Small refinements could still lift quality and speed.

### **\*\*A mix of "Strong" and "Needs Attention"\*\***

This is the most common pattern. You're doing a lot well, but a few targeted improvements will make a noticeable difference.

### **\*\*Several "Not in Place"\*\***

You're likely feeling the pain – inconsistent decisions, slow processes, or variable candidate quality. The good news: these issues are fixable, and usually faster than you think.

## Next Step: A Full Hiring Health Check with Selectio

This downloadable version gives you a helpful snapshot. The full Hiring Health Check goes deeper – mapping your end-to-end process, identifying risks, and giving you clear, evidence-based recommendations tailored to your organisation.

If you want to hire with more confidence, consistency, and fairness, let's talk. Book your full Hiring Health Check at [selectio.co.nz](https://selectio.co.nz)