



Get Hired: Hiring Managers' Top Secrets Revealed

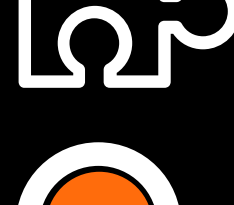
In a recent survey, we asked hiring managers to share how they evaluate and distinguish top candidates. We also asked them about ways professionals can gain an edge in the hiring process to get noticed and ultimately, hired.

THE FIRST 15 MINUTES

During an interview, 65% of hiring managers know within this short time-frame if a candidate is right for the position.

60%

say the most challenging quality to find among candidates is the **RIGHT COMBINATION** of hard and soft skills.



13% SAY CULTURE FIT



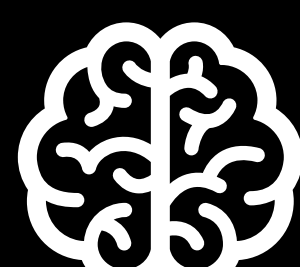
13% SAY HARD SKILLS



14% SAY SOFT SKILLS

When evaluating candidates, hiring managers are looking for:

Top hard skills



80% ANALYTICAL/CRITICAL THINKING

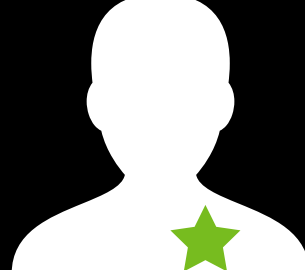


61% VERBAL/WITTEN COMMUNICATION SKILLS

Top soft skills



81% ABILITY TO LISTEN AND COMPREHEND



79% A SENSE OF PERSONAL ACCOUNTABILITY

Résumé is still king

Most preferred format to review a candidate's background:



61% DIGITAL/ELECTRONIC FORMAT



33% TRADITIONAL HARD COPY



4% DIGITAL PORTFOLIO



2% LINKEDIN PROFILE



<1% VIDEO RÉSUMÉ

Make sure to tailor your résumé to the job you're applying for.

NEARLY **8 IN 10**

match résumé qualifications to the job description when deciding who to interview.

69%

say **CULTURE FIT** is important when evaluating candidates.

Top ways managers assess culture fit:

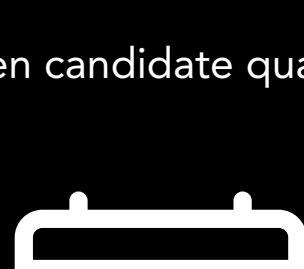
- ✓ 67%: by asking behavioral interview questions
- ✓ 58%: by listening to candidate questions posed during interview
- ✓ 56%: by observing behavioral cues during interview

Securing the position

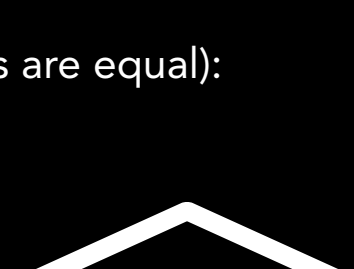
Top competitive advantages (when candidate qualifications are equal):



69% REFERRED BY A CURRENT OR FORMER EMPLOYEE OR CO-WORKER



58% STARTED AS A CONTRACT/TEMPORARY EMPLOYEE WITHIN THE COMPANY



43% COMPLETED AN INTERNSHIP WITHIN THE COMPANY

1-3 WEEKS

is the typical time it takes from the first interview to the extension of an offer.

Be patient; 39% of hiring managers say it can take anywhere from 3 weeks to 3 months to hire for a position.

Nail the interview

Top advice for candidates:



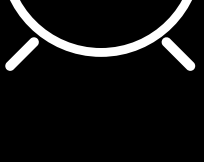
74% BE ABLE TO ARTICULATE PERSONAL ACCOMPLISHMENTS/WEAKNESSES



73% REMEMBER THE BASICS (BE ON TIME, POLITE, WELL-GROOMED, GRACIOUS)



71% BE ABLE TO CONVEY HOW SKILLS/BACKGROUND ARE A GOOD FIT FOR THE JOB



66% BE INFORMED ABOUT THE COMPANY'S KEY PRODUCTS/ SERVICES

Interview blunders

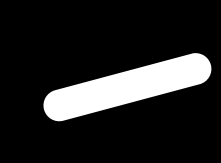
Top mistakes that prevent candidates from moving forward:



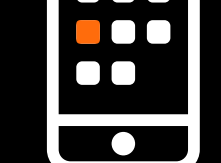
85% ACTING ARROGANT, NOT GRATEFUL FOR INTERVIEW



82% INAPPROPRIATE USE OF MOBILE PHONE/TEXTING DURING INTERVIEW



78% NOT ARRIVING ON TIME



75% NOT BEING WELL-GROOMED OR APPROPRIATELY DRESSED FOR THE INTERVIEW

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