

ISSUES THAT MANAGERS LOOK FOR DURING THE HIRING PROCESS

Getting an offer in today's job market can take what feels like an eternity. You submit a resume and wait. Go through a phone screen and wait. Get invited for an interview and wait. Interview for the position and wait to get a callback. You finally receive the call and get scheduled for another meeting and more interviews. The process culminates with an offer or rejection note, in which case the process begins again. Part of the reason this happens is that many hiring managers subscribe to the philosophy of "hire slow and fire fast." Throughout this process, good hiring managers look for issues and potential warning signs that some candidates exhibit.

Here are a few of the more common issues and warning signs you should avoid:

1 - Dishonesty:

This is the most significant of the warning signs, yet difficult to assess and often misjudged. If a hiring manager can't trust you to be truthful when being considered for a position, they won't be able to trust you as an employee. During the hiring process, don't make obvious mistakes like inflating your resume or taking credit for something you didn't accomplish. Always take the high ground and tell the truth on paper and in-person.

2 - Lack of adaptability:

Some individuals aren't able to adjust their style or approach, regardless of the environment. They might be smart, disciplined and high performers, yet their lack of flexibility can make a hiring manager think twice before extending an offer. Individuals who have worked in a highly regimented or structured environment can fall into this category. Being focused is good, but don't allow a potential employer to think that you can't adapt to new challenges. Stay flexible and think of solutions to complex issues that maximize your value to the organization.

3 - Poor attitude:

Attitudes are contagious and employers tend to avoid those which might infect the workplace in a negative manner. Arrogance and disrespect are related warning signs to be avoided during the hiring process. Obvious ways to help avoid these are to be positive and professional with everyone on staff. This includes the receptionist or administrator that organized your visit and interviews.

4 - Lack of awareness:

Not knowing about the position, organization or industry can indicate that you're not really interested or just lazy. This issue can be avoided by doing your homework before arriving. Lack of adequate preparation can be a show stopper in your job search, so please don't make this obvious mistake.

5 - Appearing self-centered:

Individuals that place their own self-interests ahead of the organization raise a red flag that managers are sure to notice. Classic examples are asking about benefits or compensation until the time is right. A good rule of thumb is to allow them to bring up these topics which is generally the safest approach.