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Employer Video Interviewing Tips

Video interviewing is becoming more and more widely used by employers. If you've not yet considered using video interviewing in your selection process here are a few reasons why you might want to include it and also our tips on how you can get the best out of your interviews!

Benefits of video interviewing:

1. Ability to screen candidates anywhere and anytime! You get to choose where and when interviews take place. This is particularly when interviewing candidates across different locations or time zones. We know how challenging it can be to secure meeting room space and video interviewing allows you to complete interviews anywhere you like (your office, home, etc).
2. Reduction in time to hire. If you add up the amount of time you spend getting ready to meet a candidate including booking rooms, arranging passes, car parking and meeting and greeting candidates, this all adds up. If you are interviewing multiple candidates, this time is significantly reduced when video interviewing.
3. Enables you to interview more candidates within shorter timeframes. This is particularly helpful when you are looking to make volume hires.
4. Reduction in costs. Video interviewing reduces time to hire, which equals saving money! How long can you afford for the position to be vacant? Also, video interviewing also reduces direct costs too, to both you and/or the candidates you are screening, as there are no travel expenses involved or need to hire meeting rooms, etc.

Video interviewing tips for interviewers:

1. Build an interview process that is consistent for every candidate. Prepare your interview questions in advance and ask each candidate the same questions during the video interview. This ensures that you're evaluating all candidates on an even playing field.
2. Give them an experience to remember. In advance, test your video interview process. Send yourself or a colleague a video interview invitation to check how it looks and test whether the instructions are clear and as simple as possible. Run through the interview with a colleague to test that the software works.
3. Keep testing. Before every video interview re-test your camera, microphone, and speakers. You don't want to be caught out by a loose connection! Even if you've just completed an interview, double check and remember to have the candidate's contact details on hand, just in case you need to let them know if there is a problem.
4. Plan where you're going to do the video interview. Use a quiet location, where you won't be disturbed by noises and people. Make sure the room you choose is tidy.
5. Limit distractions. Close any software on your computer that might play notification sounds and switch your phone to silent to guarantee you won't be distracted.
6. Help the candidate. Video interviews might feel a bit uncomfortable for candidates, especially those who have not participated in one before. You can help them by making good eye contact, smile, listen and take an interest in what they're saying. To help you do this your camera should be at eye level and you should look into it rather than at the screen.

If you are looking for further help on how you can improve your recruitment process please do not hesitate to contact us at https://www.outsource-uk.co.uk/contact.asp