

## 《高端人才面试技巧》 一天 (9 am ~ 4 pm)

### 上午：

1. 从一次别具一格的面试看高端人才的面试形式与考量重点
  - 面试的职位
  - 面试的方式
  - 面试的内容
  - 面试的过程
  - 面试官采用的面试技巧
  - 小结：为什么高端面试与普通面试截然不同？
2. 高端人才需具备的技能系列与架构
  - 从组织架构看你准备把高端人才用在什么地方？
  - 高端人才需具备的眼界、心态、技能修炼金三角
  - 什么叫高端人才必备的通用技能及专项技能
3. 面试官需具备的面试技能
  - 冰山模式助你分析高端人才看不见的内涵
    - ◇ 心理学分析法教你分析高端人才的个性类型
    - ◇ 职场工作类型与个性类型的匹配
    - ◇ 如何做到伯乐识马，知人善任
    - ◇ 课堂练习：他是什么个性类型？

### 下午：

- 什么叫面试的 STAR 技巧
    - ◇ 一般面试中遇到的假象
    - ◇ 为什么 STAR 技巧可以帮你剥去假象
  - 高级面试官的身体语言观察技巧
    - ◇ 课堂实景分析：从一次面试中你看到了什么？
4. 最后一个重点：为什么 90% 以上的高端人才在履职之后的试用期内又离开？
    - ◇ 企业文化的求同存异
    - ◇ 个人的价值观决定了什么 – 个人价值观的测验
    - ◇ 价值观的认可
    - ◇ 价值体系的双向融入
    - ◇ 价值观具体运用的正反案例解析
  5. 全天培训小结
  6. 学员分享，提问与老师答疑

The next page is in English

## << Interview skill for senior candidate >>

### Morning session :

7. What is the focus points to interview a senior candidate --- a special interview
  - How to evaluate a senior position
  - Choose the style of an interview
  - The focus points to interview
  - How to keep the interview going on ...
  - Skills of an senior interviewer
  - Summary : why it's so different for the senior candidate from a normal one?
8. What does an interviewer hope to see from an senior candidate?
  - The senior position in a organization pyramid
  - The vision, attitude and the skill set - the golden tri-angle of a senior management
  - The general skills and the professional skills
9. The interview techniques does an interviewer need
  - The ice-berg theory helps you to find out candidate's connotation
    - ◇ DISC skill helps you to explore the candidate's personality
    - ◇ How to match the personality with the proper job
    - ◇ Exercise on the class ...

### Afternoon session :

- The STAR interview skill
    - ◇ Why does the STAR can help you to find out the real personalities
    - ◇ How to use STAR during an interview?
  - What can you tell from the candidate's body language?
    - ◇ Role play : what can you tell from a virtue interview?
10. Before you give your offer: why more than 90% senior candidates quite during their probation period?
    - ◇ The organization culture
    - ◇ What's CQ and case study
    - ◇ The personal value point and the organization value point
    - ◇ The test of the value point
    - ◇ The mandatory skill of a senior candidate --- the win-win value point
    - ◇ Case study and the positive/negative example
  11. Training summary of the day
  12. Q & A session