

## SELECTING THE BEST CANDIDATE

When the evaluation process is complete, you are ready to make a final hiring decision. Take time to review your shortlist of candidates. Evaluate each person's performance throughout the recruitment process (interviews, reference checks, etc.), review the job description and requirements, consider the best fit for your current team.

As a final check, consider asking yourself the following questions before making a final hiring decision:

1. Will the candidate's knowledge, skills, and abilities fill any gaps on the team?
2. Will the candidate help create a dynamic, diverse work environment?
3. Will the rest of the employees be excited about this candidate joining the team? Will this candidate be the right fit for the team?
4. Will this candidate be a brand ambassador and contribute to the success of the company culture?
5. Is this the best candidate, and should we stop searching?

If you answered 'no' to any of these questions, you might want to re-evaluate or consult with your team before making a decision. Take your time to select the best candidate. Settling for unqualified candidates can put your business at risk. However, taking the time to find and keep a great employee can have an enormously positive impact. Invest the time to interview thoroughly, and you will see the positive impact it has on customer service and your bottom line in the long term.

Once you find the right candidate, move quickly to make an offer or risk losing them to another employer!