

COMMON MISTAKES INTERVIEWERS MAKE AND HOW TO AVOID THEM



Interviewing candidates is a critical step in the hiring process, as it helps organizations identify the most suitable candidates for various positions. However, interviewers often make mistakes that can lead to biased decisions, poor candidate experiences, and missed opportunities. This report aims to highlight common mistakes interviewers make and provide guidance on how to avoid them, ensuring a more effective and equitable interview process.

Common Mistakes:

Unstructured Interviews:

Many interviewers conduct unstructured interviews, where questions are improvised on the spot. This can lead to inconsistent evaluations and hinder the comparison of candidates. To avoid this, prepare a set of standardized questions that assess the required skills and competencies for the role.

Halo and Horns Effect:

The halo effect occurs when a positive impression of a candidate in one area influences the perception of their abilities in other areas, and vice versa for the horns effect. To mitigate this, evaluate candidates based on specific criteria and avoid letting a single trait overly influence your overall judgment.

Confirmation Bias:

Interviewers often seek information that confirms their preconceived notions about a candidate. To counter confirmation bias, focus on gathering evidence that supports both strengths and weaknesses. Compare notes with other interviewers to gain a more objective view.

Overemphasis on Technical Skills:

While technical skills are important, interviewers can overlook critical soft skills and cultural fit. Ensure a balanced assessment by incorporating questions that gauge communication, teamwork, adaptability, and alignment with the company culture.

Asking Leading Questions:

Framing questions in a way that prompts a specific answer can inadvertently guide the candidate's response. Instead, ask open-ended questions that encourage candidates to provide detailed explanations of their experiences and thought processes.

Lack of Diversity and Inclusion:

Interview panels lacking diversity can lead to biased decisions. Ensure diverse interview panels and use structured interview processes to minimize bias. Training interviewers on unconscious bias is also essential.

Tips to Avoid Mistakes:

Standardized Interviews:

Prepare a list of relevant questions for each role to ensure consistent evaluation across candidates.

Behavioural Questions:

Use behavioral questions that ask candidates to describe specific situations, actions they took, and outcomes achieved. This provides insight into their past behavior and problem-solving abilities.

Training and Calibration:

Train interviewers on best practices, including recognizing biases and maintaining fairness. Regular calibration sessions can align interviewers' evaluation standards.

Structured Evaluation Rubrics:

Develop a clear rubric outlining what constitutes a strong or weak response to each question. This helps maintain objectivity during evaluations.

Candidate-Centric Approach:

Prioritize creating a positive candidate experience. Clearly communicate the interview process, provide timely feedback, and ensure transparency.

Diversity and Inclusion:

Strive for diverse interview panels and evaluate candidates based on objective criteria that align with the role's requirements.

Conclusion

Avoiding common interviewer mistakes is essential for a fair and effective hiring process. By implementing structured interviews, focusing on relevant criteria, and training interviewers, organizations can create a more equitable and accurate assessment of candidates. A commitment to continuous improvement and awareness of potential biases will lead to better hiring outcomes and stronger teams.

and finally don't forget...

We are here for you to answer any questions or concerns you have and to provide any help...

Good Luck!

The Team at Lucy Walker Recruitment