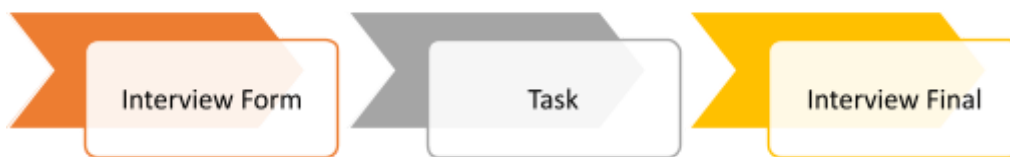


Improving the interview stage for candidates

Replacing the initial interview conducted with an interview form shortens the time in the selection process. Where we don't need to find time to be able to conduct interviews by telephone or video call. With the interview form, we can ask several things related to the applicant so that we can find out more about the applicant. So according to the explanation above can provide a new picture of the interview process as follows:



1. Interview Form

Applicants answer several questions via the Gform link sent. The time given to collect Gform is a maximum of 2 days after receiving the form link. Questions for form consist of:

- Can you tell me about yourself?
- What do you know about the job position you are applying for?
- Why do you want the position/job?
- Why do you feel qualified for the job?
- What's your greatest achievement?
- Can you tell us about the skills you have for this position?

2. **Give tasks** according to the role being applied for. With this task, we can measure the extent of the applicant's ability and how ready the applicant is to do the task in a short time.

3. **Discussion** regarding the assignments given and the **final interview**. The questions asked are:

- What are examples of problems you could solve in this job?
- How will you contribute to the company?

After asking the question. If the answers, tasks, and positions match the applicants then proceed with the boarding stage (here we ask for availability of work, time, and others).

Filter method to weed out unsuitable applicants

- Judging from how applicants explain themselves on the job portal page
- Look at the competence of the education taken, work experience if any, and skills possessed. Is the educational background and work experience in accordance with the qualification requirements?
- Screening reviews can be done by filling out a form by asking a few short questions.