

7 Steps to Hiring the Right Executive

Hiring the right executives is essential to your company's success. Don't set yourself up for costly and dangerous hiring mistakes. Follow these 7 steps to help ensure you hire the right executive for your business.

Step 1:

Verify education claims to confirm if your candidates are fully qualified for the position.



21% of all job applicants claim fraudulent degrees ¹

Step 2:

Check references with direct reports as well as past managers to get a clearer picture of your candidates.



49% of internal crime is reported to law enforcement.² Thorough reference checks may reveal more.

Step 3:

Conduct social media searches to view how your candidates present themselves online.



34% of hiring managers report not extending a job offer because of the findings of social media screenings ³

Step 6:

Continuously monitor risk by receiving immediate notification when your executives are arrested or convicted.



95% of employees steal from their employers ⁶

Step 5:

Keep HR involved in the hiring process – HR knows best in terms of the industry and fit for the position.



21% of companies don't involve their HR departments in oversight of background screenings ⁵

Step 4:

Do not rush the hiring process – this could lead to costly mistakes.



As much as 80% of employee turnover is due to bad hiring decisions ⁴

Step 7:

Use an experienced, NAPBS-accredited, third-party background screening agency that demonstrates a commitment to compliance and technological advancement.



Only 10% of NAPBS members are accredited. Accreditation demonstrates a commitment to stringent best practices and accuracy ⁷

HIRED



1 - Background Checking: The Use of Criminal Background Checks in Hiring Decisions." SHRM. Society for Human Resource Management, 16 July 2012. Web. 03 Apr. 2014.
2 - Economic Crime: A Threat to Business Processes. Rep. PricewaterhouseCoopers LLP, 2014. Web. 16 May 2014.
3 - "Employers Are Scoping Out Job Candidates on Social Media - But What Are They Finding?" CareerBuilder, 2 Mar. 2012. Web. 16 May 2014.
4 - Yager, Fred. "The Cost of Bad Hiring Decisions Runs High." Dice Resources. 2014. Web. 17 May 2014.
5 - "Benchmark Study Reveals Background Screening Trends." The Human Resources Social Network. Web. 17 May 2014.
6 - Lessard, Roland. "The Rise of Employee Theft is Criminal." SterlingBackcheck Blog. 2014. Web. 30 July 2014.
7 - "About NAPBS' Accreditation Program." NAPBS, 7, Aug. 2012. Web. 17 August 2014.