



The Smart Interviewer

By Bradford D. Smart

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The Smart Interviewer In 20 years of specializing in interviews, management psychologist Brad Smart has successfully interviewed more than 4,000 candidates for selection or promotion, trained over 3,000 hiring managers in how to interview, and counseled thousands on how to manage their careers. The Smart Interviewer is a culmination of this vast experience. In it, Smart shares with you the secrets to successful interviewing. Written in a most readable style and featuring humorous cartoons, this book will immediately help you improve your interviewing effectiveness. You'll learn:

- * How to build excellent rapport
- * How to apply the TORC Technique for motivating the interviewee to be totally candid and reveal negatives
- * How to conduct productive reference calls
- * How to correctly interpret an interviewee's responses
- * How to prepare for an interview, how much time to take during an interview, how to focus your questions in ways that will reveal whether the interviewee meets your organization's needs or not--plus the latest hiring legalities you should be aware of

The Smart Interviewer will help you avoid costly mishires and mispromotions and give you strategies and tools to hire productive, high-caliber employees that meet your company's needs.

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Editorial Review

From the Publisher

A how-to course in selection interviewing. Presents a simple, elegant technique based on sound psychology and universal management principles. The step-by-step approach shows how to plan the interview, and explains the psychology behind the interview questions and how to interpret the answers. Also discusses legal aspects of interviewing and how to prepare job descriptions and person specifications.

From the Back Cover

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About the Author

DR. BRADFORD SMART has interviewed more than 4,000 candidates for selection or promotion, and has trained more than 3,000 managers and human resource professionals in various interviewing approaches. His clients include many Fortune 100 companies, the U.S. Government, and a variety of profit and nonprofit organizations in 47 countries. After completing his doctorate in industrial psychology at Purdue University in 1970, he entered consulting. Since 1972, he has been in private practice in management psychology as President of Smart & Associates, Inc., a firm based in Chicago.

Users Review

From reader reviews:

Zachary Kirkland:

This book untitled **The Smart Interviewer** to be one of several books in which best seller in this year, this is because when you read this publication you can get a lot of benefit into it. You will easily to buy that book in the book store or you can order it by way of online. The publisher on this book sells the e-book too. It makes you quickly to read this book, since you can read this book in your Mobile phone. So there is no reason to your account to past this guide from your list.

Karena Figueroa:

Playing with family in the park, coming to see the ocean world or hanging out with friends is thing that usually you may have done when you have spare time, and then why you don't try thing that really opposite from that. Just one activity that make you not sense tired but still relaxing, trilling like on roller coaster you are ride on and with addition of information. Even you love The Smart Interviewer, you could enjoy both. It is great combination right, you still want to miss it? What kind of hang-out type is it? Oh occur its mind hangout folks. What? Still don't obtain it, oh come on its called reading friends.

Ruth Barr:

Is it you actually who having spare time and then spend it whole day simply by watching television programs or just lying on the bed? Do you need something new? This The Smart Interviewer can be the respond to, oh how comes? A book you know. You are consequently out of date, spending your extra time by reading in this brand new era is common not a nerd activity. So what these publications have than the others?

Debra Ruff:

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