



# How To Find and Hire the Right Employees

by Bill MacFarlane



# Create an attractive workplace environment:

- Low employee turnover (identifiable)
- Family oriented culture (Christmas parties, summer picnics, etc.)
- Clean & available facilities (restrooms, lunch rooms, etc.)
- Good equipment (computers, trucks, etc.)
- Road appeal
- Take all your employees to a ropes course
- Have a spur of the moment pizza party
- How you say goodbye to employees that leave your employment



Clearly identify the company culture. At our farm that culture is that everyone:

- Is accountable
- Must be responsible
- Must be able to work independently
- Understands there is no such thing as seniority
- Understands that no task is beneath anyone

# Make it clear what type of employee you are looking for:

- Willing to work hard – in all weather conditions
- Team work oriented
- Educated (smart!)
- If they went to college – the type of degree – business vs. wildlife management
- Understand that we run a farm – if the employee doesn't show up, someone still has to do the job!
- Discuss the risk one takes hiring an employee straight out of college

# Where to look (for employees):

- Post the job on your webpage
- Advertise in your local newspaper
- Post at area universities
- Careerbuilder.com
- Agcareers.com
- Monster.com
- Craigslist.com

# How to determine if the applicant is who you are looking for:

- Have your office staff write notes about the interaction with and the appearance of the applicant at the time the application is filled out
- Thoroughly review the application
- Always call references
- Note punctuality and appearance at the time of the interview
- Give each applicant a personality test we use the DISC personality test

# How to determine if the applicant is who you are looking for:

- Walk outside and look at the applicant's car (outside and inside)
- Assess eye contact during the interview (if eye contact is important to you)
- Don't limit the number of times you interview an applicant
- Have more than one person interview each candidate
- Trust your intuition

# Hire slow, fire fast

- When hiring, take your time
- If you aren't sure it's a fit, don't hire
- You can always post the ad a 2<sup>nd</sup> time
- Examples of hiring fast and slow
- Examples of firing fast and slow

# Development of employees:

- Empower your employees
- Support your managers
- Hire consultants to assist you in managing your employees (when you need assistance)
- Create an environment where employees can speak up without cost
- Listen to employees concerns (though not necessarily an open door policy)
- Have written job descriptions
- Cross train
- Conduct “in services”
- Send employees to outside seminars and trainings