

helping you make the right choice...

Interviewing & Recruitment

Breakfast Seminar



Taylors

the commercial law firm



With pressure on recruiters to make the right decision, this free seminar will help you understand the benefits of interviewing based on the competency of the candidate, whilst avoiding the many legal headaches.

Taylors Solicitors have teamed up with AFR Consulting to give you the answers you need and this free seminar gives you the chance to hear what the experts have to say.

The seminar will begin with a not-to-be-missed opportunity to understand Competency Based Interviewing (CBI) and how you can use it to identify talent for your business. This session will be led by **Chris Reynolds** - Assessment and Development Professional, RPK.

Then, **Oliver McCann** (Head of the Employment Team at Taylors Solicitors) will look closely at the potential for discrimination and will provide hints and tips to help you stay out of trouble during the recruitment process.

Don't miss this chance to learn from the experts.
For more details, please contact:

Sue Fleming
Tel: 0844 8000 263
sue.fleming@taylors.co.uk

Taylors Solicitors
Rawlings House, Exchange Street, Blackburn, BB1 7JN

Date:

Thursday 11th March 2010

Timetable:

8.15am

Registration, tea, coffee and light breakfast
Welcome, introduction and objectives

8.30am - 11am

Explaining Competency Based Interviewing (CBI)
Identifying and Categorising Competencies
Evaluating the interviewee

11am - 11.50am

The Potential for Discrimination
Age, sex, disability and race
Job adverts, specs, interviewing and selection

Medical questionnaires and replies - are they legal and can you rely upon misleading answers to dismiss?

11.50am - 12pm

Seminar ends, question and answers

Cost:

£ FREE

Location:

Stanley House Hotel
Mellor, Lancashire BB2 7NP

FREE SEMINAR

**PLEASE COMPLETE
THE BOOKING FORM
OVERLEAF TO RESERVE
YOUR PLACE AT THIS
FREE SEMINAR >>**

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THURSDAY 11TH MARCH 2010 - HOW TO BOOK YOUR PLACE:

To reserve your place(s), please complete the form below. For more information, please call Taylors on: 0844 8000 263 or email: sue.fleming@taylors.co.uk

Business Name:	<input type="text"/>		
Business Sector:	<input type="text"/>	No of Employees:	<input type="text"/>
Attendee Name:	<input type="text"/>	Position:	<input type="text"/>
Attendee Name:	<input type="text"/>	Position:	<input type="text"/>
Attendee Name:	<input type="text"/>	Position:	<input type="text"/>
Address:	<input type="text"/>		
Town / City:	<input type="text"/>	Postcode:	<input type="text"/>
Telephone:	<input type="text"/>	Fax:	<input type="text"/>
Email Address:	<input type="text"/>		

We take the protection of your data very seriously and handle all information you provide strictly in accordance with the Data Protection Act (1998). We will only contact you with relevant information relating to Taylors Solicitors, legal developments and will not share your data with third parties without your permission.

ONCE COMPLETED, PLEASE:

Fax to: 0844 8000 264
Email: sue.fleming@taylors.co.uk
Post to: Taylors Solicitors,
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Blackburn, Lancashire, BB1 7JN.

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