

# Superstar Hiring Checklist

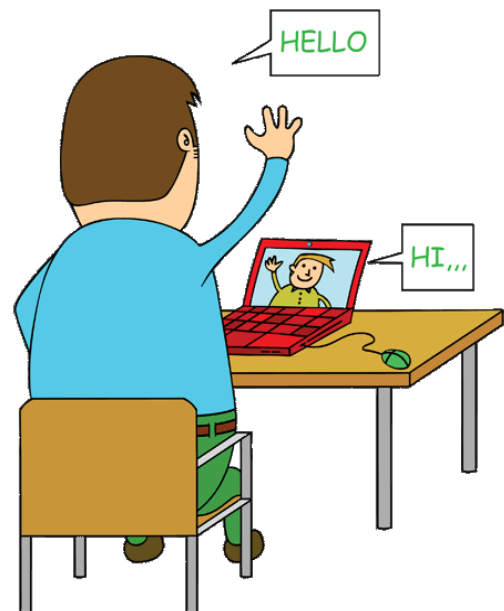
## Before the interview

- Have a very clear idea of who you want to hire and why, so you immediately recognize someone that checks all of your boxes.
- Superstars don't always have 10 out of 10 metrics. Understand the key deliverables.
- Know the essential skills you are looking for.
- Know the "nice-to-have" skills and experience that move a candidate into the Superstar category.
- As soon as you identify a "must-hire", pull out all the stops to expedite your hiring process before they accept another offer!



## Interviews

- Get superstars to interview superstars. This is a killer technique because smart people want to work with other smart people.
- Be flexible if the candidate is currently working. Consider doing a Skype or Google Plus interview.
- Maximum two interviews per candidate.
- Emphasize career development and exciting projects they will work on.
- Limit the length of the interview to less than 90 minutes. The candidate's time is valuable. They may be taking time off work to meet you.



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## Technical Testing

- Zero technical testing, or at least make technical tests under 15 minutes.
- Technical test questions should not come from a textbook or cover obscure concepts.

## Job Offers

- Give the Hiring Manager the authority to make this decision! (very very important)
- Make verbal offers to superstars the same day (if possible).
- When you extend a verbal offer, give the candidate 24 hours to accept (or 48 hours if necessary). This limits the amount of time they have to negotiate offers with other companies.
- Treat these people like a #1 draft pick in baseball. You need to sell them on coming to work for you.

