



Effective Interviewing and Information Gathering: Proven Tactics to Improve Your Questioning Skills (Human Resource Management and Organizational Behavior Collection)

By Thomas Diamante

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This book is an invaluable, instructional field manual for you or any professional who needs to obtain and interpret information gathered directly by and from people, without recourse to a technological intermediary, such as online search. In the role of interviewer, interrogator, or evaluator, there are many opportunities to get it wrong. As advanced as our information-gathering technology may be, it is still impossible to get inside the head of an interviewee by conducting a Google search; so hit them with the tactics spelled out in this book instead in order to protect yourself from being sent in the wrong direction. Inside, you'll learn practical information regarding all aspects of obtaining and evaluating information. This book serves as a tool-kit that helps build the skills necessary for conducting good interviews and extracting information that is critical for the enterprise in which the interviewer is engaged. As you progress through the book, you will acquire an understanding of research-based behavioral techniques that bolster the success rate of interviews. In addition, the legal factors you need to be aware of prior to conducting an interview for hiring purposes are spelled out. Finally, you'll acquire the skills necessary to help you evaluate interview information so that decisions made are based on evidence.

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About the Author

New York NY Editor, Director of Consulting for CCA Tom Diamante is an industrial & organizational psychologist bringing 25 years of experience in executive assessment, selection, succession, merger and acquisition integration and performance manage

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