



# Pre-Employment Screening - Selecting a Perfect Employee

If two people are on an equal footing in terms of experience and training, it is very important to think about how comfortable we will feel working with that person to make a good decision.

However, it is not everything. We cannot base our decision solely on training, experience, and chemistry when hiring. We have to have as much information as possible to make the correct decision.

Although the experience, knowledge, and skills to perform in a vacancy is the most relevant factors for hiring a person. It is important to look at other characteristics that determine whether someone is suitable for a position or not.

Recruiting a person, preparing him for a job, and giving him the necessary training to fulfil his functions within a company requires a considerable investment of time and money.

If this person does not turn out to be the right person for the job and remains in the company for a short time, financial and human resources would be wasted as the process must be started again with another person. The human resource helps you in [pre-employment Screening](#).

It is IMPERATIVE to ask for job references and carry out specialized examinations of the area or function to verify the information's integrity in the Curriculum Vitae and the interview. Still, it is just as important to evaluate the general and personal aspects of the candidates.

Among the evaluation tools that we suggest in Human Direction to complement the pre-employment screening is:

**Psychometric exam:** They have the purpose of knowing in-depth the candidates' intelligence and specific abilities.

**Personality test:** Depending on the job demands, the candidate's personality will be more or less decisive in the selection. However, there are general aspects of the personality valued in any job, such as social adaptation, initiative, adaptation to the rules, or the level of maturity and responsibility.

**Group dynamics**

This type of selection test has become very important in recent years due to the large quantity, validity, and usefulness of the information extracted from the candidates.

Group dynamics are verbal discussion techniques whose objective is to debate a topic or solve a problem in a group way, in a limited period, generally between 45 minutes or 1 hour. This test is designed to assess and understand different aspects of the personality: the degree of self-control, empathy, initiative, adherence to the rules, and responsibility.

Emotional intelligence test: This test results define the person's faculties to make decisions based on their emotional stability and empathy. It is a combination of intelligence and personality measurement.

Planning exam: This exam requires orderly planning on a journey that considers different variables. Those who get a good grade tend to have exceptional skills in this area.

Socio-economic labour study: Provides first-hand information on a person's living conditions and the work impact derived from them.

The risk of unsuccessful employee selection can be minimized by turning to the Human Resources area to make an informed decision.

For more detail one can browse Human Resources website and find out the way how to do Pre-Employment Screening.

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