



Training course: Competency-based Interviews

The training will enable delegates to build on their interview-taking skills, familiarizing them with the steps and the principles involved in designing valid, practical and objective interview forms, as well as the key communication skills involved in conducting interviews. Participants will understand how competency-based interviews can serve strategic goals and help build a strong organisational brand.

They will learn about and practice on developing role-specific competency models and be invited to think critically and creatively about ways to evaluate soft skills, through specific interview questions. Delegates will also learn about the ways in which the verbal elements in an interview interact with the non-verbal ones, through both theory and practice.

A highly interactive training course which will consist of a combination of lectures, group activities and practical role-plays.

Course Objectives

- To understand the role of structured interviews in crew and/or shore-based personnel selection and development processes
- To learn how to develop competency-based questions and rating systems for structured interviews
- To comprehend the communication principles and patterns involved in interviewing
- To gain a clear understanding of the responsibilities of the interviewer and practice on conducting competency-based interviews

Focus Points

- Understanding the effectiveness of structured interviews in evaluating performance
- Aligning interview questions with role-specific competency models
- Developing fair, objective, practical and valid systems for evaluating candidates' performance in an interview
- Practice on interview communication skills
- Avoiding rater biases

Content

This course is designed for personnel who are involved in the management of Shore and Ship staff and wish to gain expertise in conducting competency-based interviews.

Entry requirements

None

Duration

2 days

Who should attend

Shore and ship staff with a managerial or supervisory role who are involved in the recruitment process within their Organisation either for shore or ship staff, e.g. managers in general, crew managers/officers, human resource managers/officers, superintendents, marine superintendents/ port captains, masters, chief engineers, senior officers.

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