



Training Course: Competency-based Remote interviews

This course aims to help delegates build on their remote interview skills and familiarize them with the steps and the principles involved in designing and conducting remote interviews.

The course is designed with the recent Covid-19 outbreak in mind, in order to assist those involved in recruiting personnel ensure their interviews are valid, fair and informative. Remote interviews can be very useful during the challenging times of the Covid-19 pandemic; when designed and conducted properly, they can be particularly effective in gathering information about candidates for a specific role aboard on ashore as well as in helping build a positive experience for potential employees, thus contributing to a strong organisational brand.

The training will be interactive and 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 remote structured interview questions
- To comprehend the communication principles involved in conducting remote interviewing

Focus points

- Understanding the effectiveness of structured interviews in evaluating performance
- Aligning interview questions with competency models
- Utilizing psychometric assessment results in the remote interview process
- Developing objective, practical and valid systems for evaluating candidates' performance in an interview
- Avoiding rater biases
- Practice on remote interviewing

Entry requirements

None

Duration

8 hours, presented online in the form of two 4-hour sessions, conducted over the course of two consecutive days. To facilitate the comfort of our participants and ensure a smooth, informative and engaging training programme, each training day will consist of four 40-minute sessions, each of which will be followed by a 10-minute break.

Who should attend

Shore and ship staff with a managerial or supervisory role who are involved in evaluating personnel for selection and/or development purposes, e.g. managers in general, crew managers, human resource officers, superintendents, marine superintendents/ port captains, masters, chief engineers, senior officers.

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