

5 Ways to Meet Employee Expectations with Your Hiring Process

Employee onboarding is best thought of as the first impression an employee gets of a company. Especially since 51% of employees continue looking for other jobs when an offer has been extended and they're going through the background check process. [1] In today's talent-driven market, organisations can't afford to let great workers slip by because they were underwhelmed by your onboarding program.

Figuring out how you can meet new employee expectations with your hiring process is crucial to ensure you retain top talent over the long-term.

Provide All Required Documents

Joining any organisation is a complex process, and employees expect that they'll have to read through and sign plenty of forms. Instead of making things difficult by sticking with paper, meet employee expectations by giving them digital and easy to access versions of any required documents.

These can include training materials, compliance guidelines, and any forms they might need to complete before they can officially join your organisation. [Excellent onboarding apps](#) and solutions might include "form engines" that allow for digital signatures with fingertips!

Anticipate and Answer FAQs – Be Ready to Clarify

Even with detailed documents, your company's new employees will have questions. It reflects well on your company if you can anticipate those questions and come up with their answers ahead of time. Compile everything you think is relevant into an FAQ section, or, even better, create a detailed knowledge base that employees can peruse at their discretion.

This is particularly attractive for self-learning and driven individuals. It's also important for employees that may be telecommuting from across the globe while your HR department is asleep.

Demonstrate Your Company's Culture – Show an Employee What They Can Expect

A company's culture can ultimately determine whether or not an employee fits over the long-term. This is especially true for millennials, who are more likely than other generations to abandon ship if a company doesn't fit their morals or personality type, with 86% who would consider leaving an employer whose values no longer met their expectations. [2]

To this end, make sure that your onboarding process thoroughly demonstrates and explores your company's culture. Be honest and upfront about your values, how you do your work, and whether or not you have Casual Fridays for example. Make this a multimedia experience if you can for added engagement, including videos and images.

Connect with Employees via Chat and Messages

Proactive employees will want to talk to your HR department at their leisure – let them! A great [employee engagement](#) app or another solution should make it easy for employees to contact your company's HR department or any other mentor or point of contact they may have curated so far. 51% of employees expect HR to check in with them regularly throughout their first year of employment, so effective communication through chat mechanisms are essential. [3]

This can allow for secure communication and give employees the chance to make requests or chat with HR managers about expectations, payroll, and much more. Communication is key in all things, but especially in onboarding.

Pre-Boarding Training for First-Day Responsibilities

Nothing unnerves a new employee more than being dropped in a hot seat and asked to tackle tasks they don't know how to solve. Remove this possibility from your onboarding process by offering training materials that employees can check out and complete ahead of time. According to The Wynhurst Group, 22% of staff turnover occurs in the first forty-five days of employment, so the transition period should be made as seamless as possible. [4]

Instructional videos, tutorials, and even training games are all available and staples of modern onboarding apps and websites. They can make learning first-day responsibilities fun and help your employee feel confident and comfortable when they clock in for the first time.

Qualee Can Handle All Five Aspects

Remember those “form engines” we talked about? Qualee has that, plus tools to tackle all of the other major employee expectations described above! Qualee is the number one choice for revitalizing your employee onboarding program.

With Qualee, you'll be able to improve your new hire experience and ensure a solid foundation for future success. Try Qualee today!

Sources

[1]

<http://press.careerbuilder.com/2018-10-30-Job-Seekers-Are-Now-in-the-Drivers-Seat-and-Expect-Next-Gen-Recruiting-and-New-Hire-Experiences-Survey-Finds>

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[3] <https://b2b-assets.glassdoor.com/the-true-cost-of-a-bad-hire.pdf>

[4] <http://thewynhurstgroup.com/wp-content/uploads/2014/07/Help-New-Hires-Succeed.pdf>