

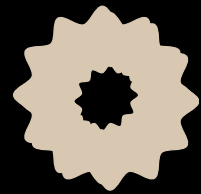
# The Hiring Process



## Step 1

### Job Requirements

- Collaborate with stakeholders to outline skills and qualifications needed for tech support roles



## Step 3

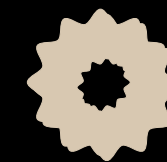
### Post Job Openings

- Publish job openings on relevant platforms, including job boards and social media
- Update other interviewing aids: interview questions, task assessments, etc.

## Step 5

### Screening

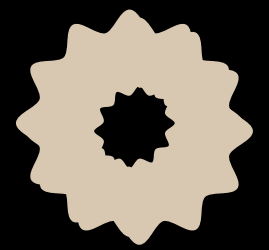
- Conduct interview training
- Conduct brief phone/video screening to assess qualifications and interest
- Use calendar blocking to schedule and conduct interviews
- Invite all stakeholders



## Step 7

### Onboarding

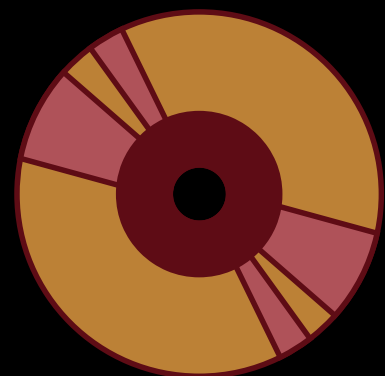
- Initiate onboarding process for hired candidates



## Step 2

### Job Descriptions

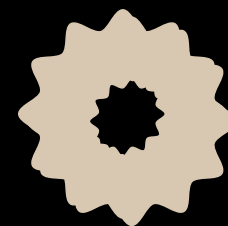
- Develop comprehensive job descriptions highlighting responsibilities, qualifications, and benefits.



## Step 4

### Outreach & App Review

- Review incoming applications
- Reach out to potential candidates



## Step 6

### Interviews & Selection

- Conduct interviews and gather feedback
- Finalize offers

