Develop yourself. Expand your knowledge. It’s time to invest in YOU!

CUNY Professional Development Program

November 2019

Behavioral Interviewing (C8050)
Friday, November 15, 9:00 AM - 5:00 PM

Looking to streamline the entire selection and hiring process, then this course is for you. It begins by addressing methods of identifying your staffing needs, including the basics of job analysis and how to write a job description. It describes the applicant flow, reviews the buy or build methodology, and focuses on the behavioral interviewing process. Learn what questions to ask, and more importantly, what questions not to ask to ensure that you do not discriminate in the hiring process.

Target Audience: Managers, Supervisors, Human Resources Professionals, and Office of Recruitment & Diversity

REGISTRATION: Go to www.cuny.edu/pdlm and click on How Do I Register? to complete the PDLM E-Application. Be sure to click on SUBMIT after you print your application for your supervisor’s signature. Applications must be received in the PDLM Office at least 10 days before a course starts. Dates are subject to change.