



PANDEMIC HIRING GUIDE

EMERGING TRENDS FOR EMPLOYERS WHO ARE HIRING IN A PANDEMIC ERA

Employers are finding themselves having to adapt an ever-changing environment while managing a workforce. Hiring new employees always presents its own unique challenges but none so much as now. The traditional rules of hiring and recruiting are no longer present so employers need to adapt and embrace new standards and practices in order to stay ahead of the curve.

TIPS & TRICKS FOR EMPLOYERS | WHAT TO DO & WHAT NOT TO DO |
TECHNOLOGY TRENDS & BEST PRACTICES



REMOTE WORK IS HERE TO STAY

Whatever you choose to call it - remote working, tele-working, tele-commuting, etc.- it is here to stay. In 2020, every candidate we have recruited at The Job Plugs has inquired about workplace safety standards and remote working. One company in Chicago noted that 48% of their employees want to stay working from home, and the company is considering moving all operations virtually. The health of employees should be at the forefront of all employers as they can play a critical role in curbing the spread of COVID-19 by having employees work from home when, or if at all, possible.

Employers can contribute to employee success and help them achieve maximum productivity by providing appropriate tools and ensuring they have :

- High-speed internet for video conferencing, downloads, and large software.
- A comfortable and quiet place to work to remain productive.
- Access to company data and various ways to keep it secure.
- Digital collaboration tools such as Microsoft Planner, Asana, or Monday.

Additionally, pivoting to a broader teleworking structure keeps employers competitive and employees safer.

MAKE SURE YOU HAVE UPDATED COVID-19 PROCEDURES IN PLACE

In businesses where work-at-home or teleworking business practices are not able to be implemented, employers must have updated COVID-19 measures in place that go beyond face masks and keeping six-feet of distance.

In addition adhering to CDC guidelines:

- Employers should have written and concise response efforts in place in the event of an employee, an employee's family member, or an employee's co-habitant contracts the virus.
- Employers need to create standards to help new employees understand the importance of staying home when not feeling well or reporting when they came into contact with someone that tested positive. This can be accomplished by creating a video and accompanying signed agreement, to enforce accountability.

By taking additional action, employers let their employees know that the safety of them and their families are important.

ONBOARD DIGITALLY AND EFFECTIVELY

In the age of the pandemic, digital technology has simplified some HR functions such as candidate screening and onboarding. If employers wish to gain or maintain a digital edge, researching and employing onboarding software programs and services will help them do so. Implementing these programs will depend on an organization's onboarding practices and budget.

Here are some that are used across different industries:

- [BambooHR](#)
- [ClearCompany](#)
- [Enboarder](#)
- [Sapling](#)
- [SilkRoad Technology](#)

This type of technology helps employers and HR personnel stay on top of onboarding tasks. It also helps new hires get acclimated with their new employer as they have immediate access to employee handbooks, company policies, benefits overview, and important contact information.

CLEARLY COMMUNICATE BENEFITS PACKAGES

Before employers have benefits information available through digital onboarding, they need to communicate benefits offerings. When 23 million Americans lost their jobs at the start of the economic crisis, more than half that number lost their health benefits as well.

Employers need to be transparent about benefits offerings before candidates get to the final round of interviews because waiting to the end can result in a candidate backing out if the package doesn't fit their needs. Since the pandemic began, an increased number of Americans are placing higher value in what benefits are offered to them.

Additionally, having more flexible open enrollment periods and decreasing the typical 90-day waiting period before a new hire is eligible for health insurance may make the company much more attractive to potential candidates.

RECONSIDER AND LOWER EXPECTATIONS

With unemployment reaching an all-time high in April 2020, there are millions of Americans still looking for jobs. Employers and popular electronic job boards such as Indeed and Monster are facing increased amounts of resumes and applications, which can overwhelm HR personnel.

Alternatively, employers and HR departments should probe other options including:

- Using a "headhunter" or recruiting service. This saves employers valuable time as they don't need to sift through resumes and applications.
- Consider searching for candidates on social media platforms such as LinkedIn where candidates' skills and professional history are on display. This is also a great platform for checking references.
- Check for potential candidates on Facebook where more users are creating professional profiles and personal brands in addition to using LinkedIn and job boards.

TECHNOLOGY MAKES INTERVIEWING EASIER

The pandemic remains fluid. Employers may find themselves constantly adjusting to meet the needs of recommended safety measures, which can cause major interruptions in hiring practices. It's no secret that video conferencing technology such as [Microsoft Teams](#), [Google Meet](#), or [Zoom](#) are convenient for speaking "face-to-face" with candidates but employers and HR departments should consider other technology trends.

Video interview software such as [Spark Hire](#) and [HireVue](#) allow employers to conduct interviews and field questions in ways that video conferencing cannot.

Some benefits to using this type of software are:

- It puts employers in control of the amount of time a candidate has for answers.
- It limits "fluff" responses.
- Since the videos are one-way, employers save time as they don't need to be present for the interview to take place.

BE TRANSPARENT ABOUT COMPANY CULTURE AND MANAGE YOUR EXPECTATIONS

SELF-DISCIPLINE. This is the key word that employers should use when recruiting and hiring for virtual work. Work-from-home productivity and engagement is steadily increasing, yet some employees still find it challenging. This can be tricky when bringing on new employees to work from home as there is no prior working relationship outside of the hiring process. Employers must emphasize the importance of the company culture, trust, and self-discipline that employees must have when working from home.

- Managers must make themselves available for questions and concerns.
- As previously stated, Digital collaboration tools such as Microsoft Planner, Asana, or Monday are great for regular dialogue throughout the day.
- Sharing personal home or mobile phone numbers is highly recommended but employees must follow confidentiality policies.
- Conduct daily check-ins or brief pulse meetings to help your team stay motivated, productive, and on-track.

STILL HAVE QUESTIONS OR CONCERNS ABOUT HIRING IN A PANDEMIC ERA?

WE'RE HERE TO HELP

ABOUT US

The Job Plugs team are veteran recruiting and placement professionals. We are a 100 percent minority-owned firm and have a keen understanding of meeting the skills requirements and cultural needs of today's progressive organizations. We are committed to helping our clients create a more inclusive and diverse workplace.

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