

## **BEFORE YOU START INTERVIEWING – IMPORTANT!**

BY RECRUITING SERVICES INTERNATIONAL (WWW.RSIJOBS.COM)

Once you have committed to starting the interview process with any employer, you need to assume that you can pass some steps in their process. Otherwise, you have just invested a lot of your personal time, for nothing. Here are some of the “tests” along the way.

- ✓ **Drug Tests (Important – Read below)**
- ✓ **Employment Check**
- ✓ **Background/Criminal Check**
- ✓ **Assessment Tests**

**#1 – Drug Testing.** Just because you may live in a State where Marijuana is legal, **does not mean Marijuana isn’t tested and can eliminate you in the hiring process!** 36 states now offer Medical Marijuana, and recreationally in 14 states. However, if you are interviewing with a global or nationwide organization, they likely follow **FEDERAL laws**, which means they don’t care about your medical card or recreational use. It can stay in your system for 5-30 days. Most of our hiring processes last longer than that. If you are a marijuana user (legally) and foresee an issue with passing this test – please let us know in advance so we can discuss. **A medical card will suffice for lots of clients as well, so just be prepared in advance by confidentially discussing this with us.**

**#2 – Employment Check.** Most employment checks you just fill out a form of where you worked, and when. Our clients hire background check companies that check on the info. They do not do references, they just ask HR for dates worked. Make sure you check the box that says, “Do not contact my current employer”, if desired. Then you will just show payroll stubs to validate those dates.

**#3 – Background/Criminal.** This is looking for criminal history and varies based on state department of labor. Just because you have something on your record doesn’t mean you cannot be hired either. If you’re concerned about anything, discuss it with us. You can also get your own background/criminal check online in advance. Bankruptcies last 10 years (you cannot be discriminated against for this), Civil Suits/Judgments/Arrests/Liens/Collections for 7 years. Again – do not hesitate to discuss this with us as many employers have had no issues with us discussing situations in advance.

**#4 – Assessment Tests.** These are common these days. **Some are 30 min long. Some are 3 hours long.** Some clients use them to weed out people not committed enough to take the long test (the test, is the test!) Google the test you’re taking in advance. There are discussions on many of the big ones and you can get some tips in advance (like, you can “redo this section 3 times”). The faster you finish, the better you look to the employer! But take your time and don’t rush it.

<https://www.careercloud.com/news/2015/2/21/how-to-pass-a-pre-employment-assessment>

<https://hbr.org/2015/07/ace-the-assessment>