



# **The recruiting secrets Sky Accountants use to attract & hire world-class talent**

[karbonhq.com](https://karbonhq.com)



- 1. Close down any apps**
- 2. Ask questions any time**





# Meet your hosts



**Richard Snell**

Karbon  
Sales Director



**Jamie Johns**

Sky Accountants  
WIZE Mentoring



# The 7 stages of hiring world-class talent

1. Plan your hire
2. Find the best candidates
3. Test personality, knowledge, experience, skills and speed
4. The job offer
5. Welcome and induction
6. Close job ad
7. Post induction



**It's better to have a seat empty than a  
seat filled by an incompetent person**



# The cost of the wrong hire

- Hiring costs
- Compensation
- Maintaining the wrong person in the job
- Severance
- Mistakes and failures
- Missed opportunities
- Disruption
- Inefficiency



# 1. Plan your hire



# 1. Plan your hire

- Do you even need to hire?
- Complete a capacity plan
- Do you have too many staff or not enough staff?
- What resource is required?
- Do you need a Minder, Finder or Grinder?

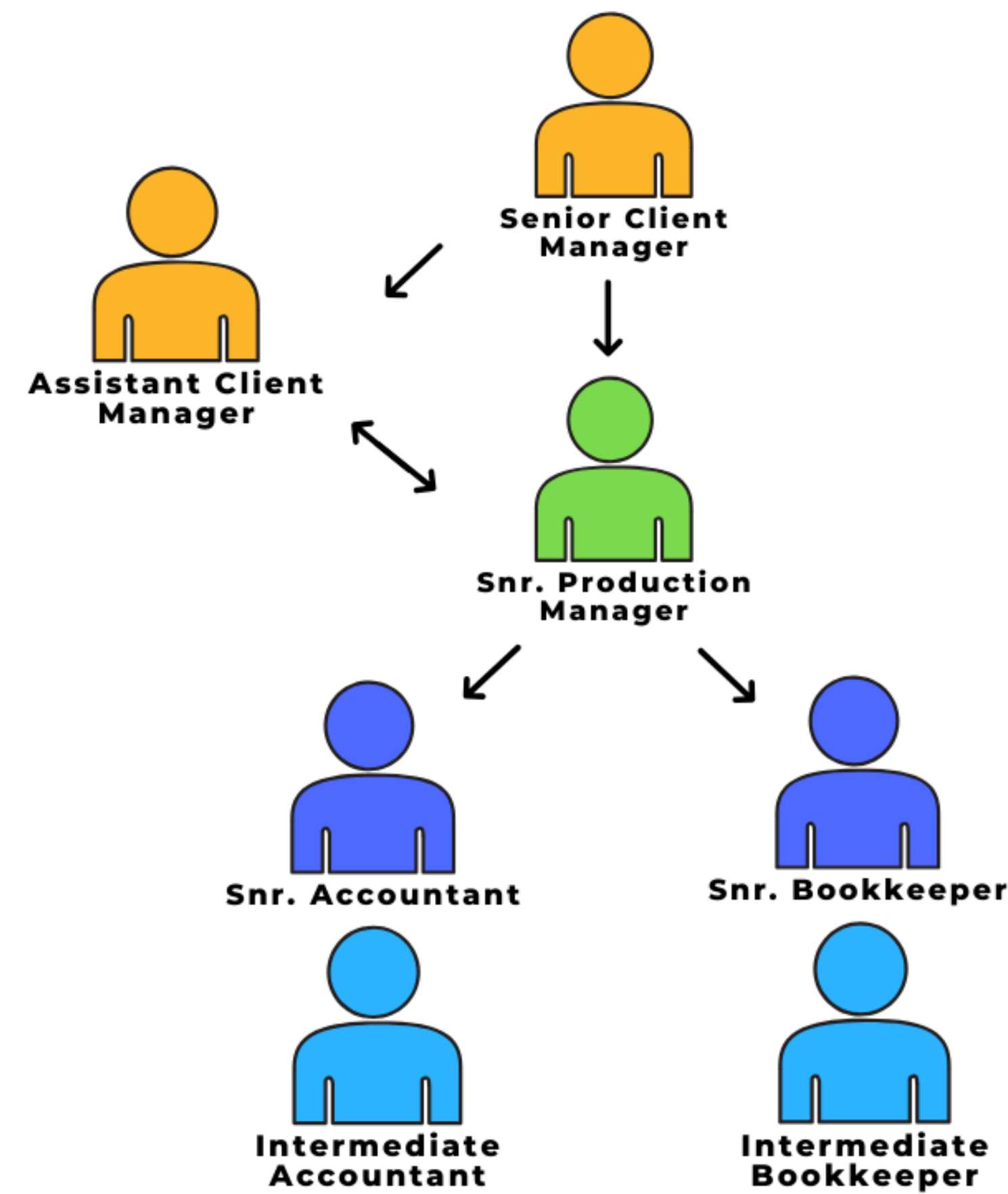




**Don't just throw bodies at  
your problem**



Get the right people doing the right work



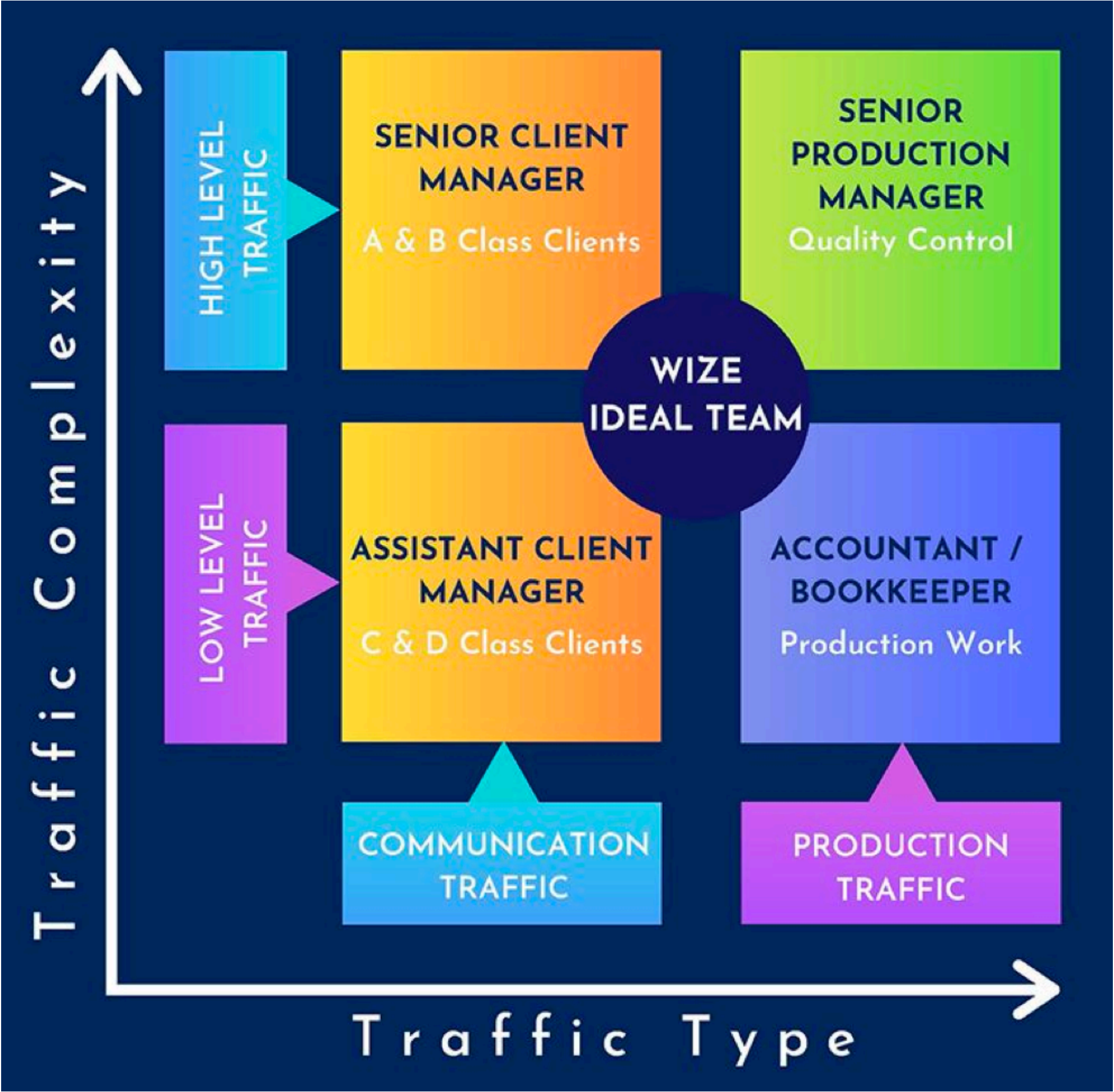
FINDERS

MINDERS

GRINDERS



A firm runs smoothly when the traffic flows



## 2. Find the best candidates



## 2. Find the best candidates

- Get the job description right
- Recognize that hiring someone is a marketing exercise
- Cast a wide net and filter down like a funnel
- Have an applicant tracking system (ie. TopGrading)
- Review candidates with a thorough interview process
- Have a template for your interview



# Who makes a good candidate?

- The right experience
- History of promotions
- Stable— at least 2 years at 1 job/employer
- Not a job hopper
- Expected salary in advertised range
- Co-operative
- Responds quickly
- Completes all details, questions and forms
- Skilled with technology
- Shows attention to detail
- Can follow instructions
- Asks good questions
- Shows they're looking for a good employer
- Organized



# **3. Test personality, knowledge, experience, skills and speed**





# Assessing Minders & Grinders

## (Senior Production Managers, Accountants & Bookkeepers)

- **Attitude:** Ask for a million things
- **Tasks:** Give them a minimum of 3
- **Time:** Check how long each task takes
- **Responsiveness:** Pay attention to how quickly they respond to emails



# Assessing Finders (Client Managers)

- **Interpersonal skills:** Ask them to explain a technical question and consider the answer
- **Shifting gears:** Can they respond to people from all walks of life?
- **Grammar:** Can they communicate with clients over email?
- **People person:** Use psychometric tests to see how they relate to people
- **Responsiveness:** Do they respond quickly?
- **An intreprenneur not an entrepreneur**



# Recommended reading



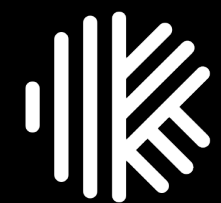


# Get the playbook

Discover the proven method to turbocharge your firm's growth without it collapsing when you're not there.

 [karbonhq.com/a-team](https://karbonhq.com/a-team)

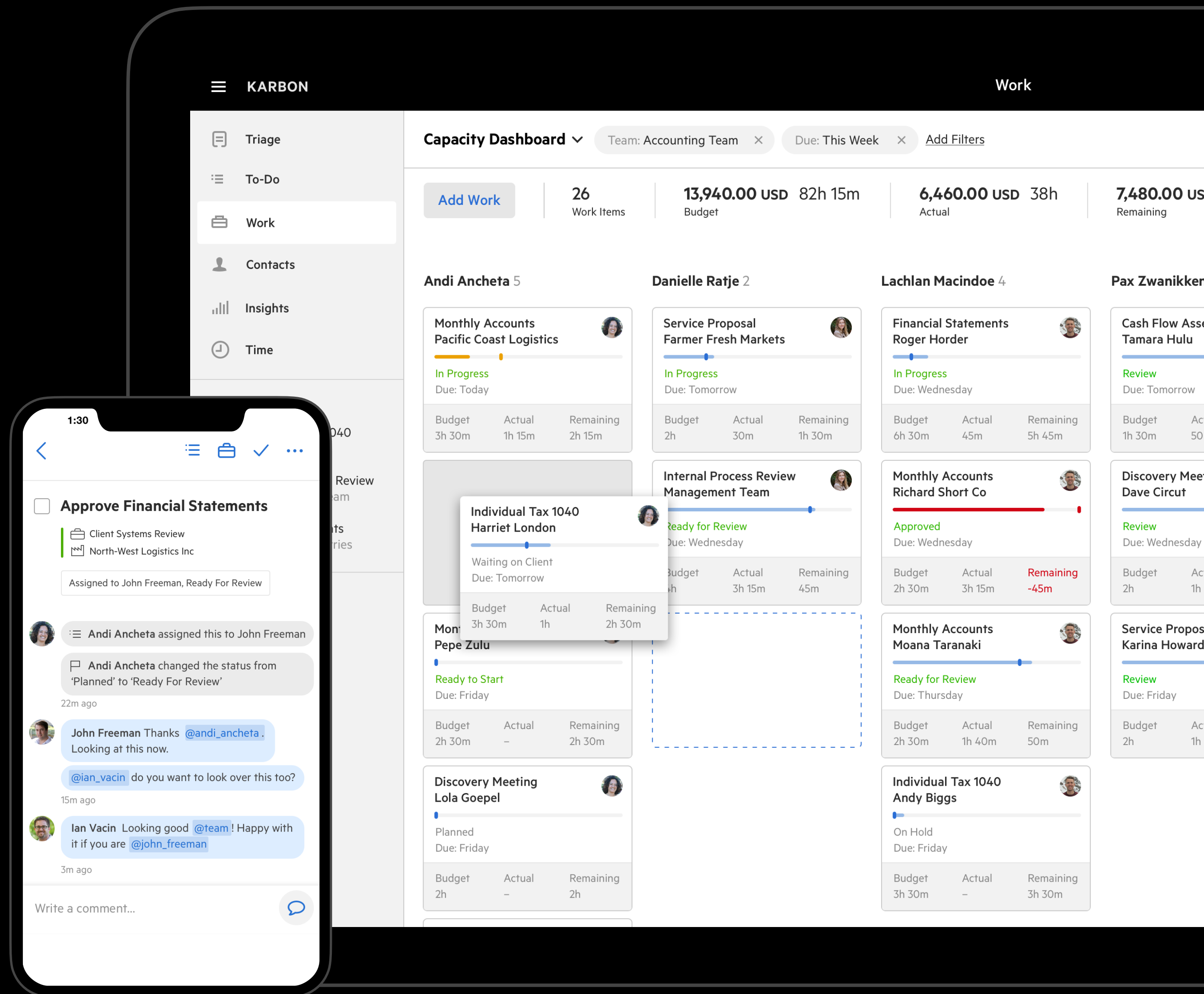
**FREE DOWNLOAD**



# Work Management Software *for* Accounting Firms

karbonhq.com

GET STARTED



# Nov 2020 Customer Research Findings

- On average, Karbon saves every employee 13 hours each week.
- Productivity per employee increases by 21% with Karbon.
- For the average firm using Karbon for 2.5+ years, total time saved increased by 28% and productivity increased by 257%.





# Questions



# Thank you

Get started at [karbonhq.com](https://karbonhq.com)  
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