Efficient recruitment

1. Efficient recruitment

HRD must start with recruitment. Errors in recruiting suitable staff are difficult to correct later by HRD.

In order to draw the attention of as many potential candidates as possible to the Federal Statistical office as an employer, the following measures are to be taken:

a) Improving Internet presentation

The Federal Statistical Office intends to get better known as a potential employer by intensifying its presence in the media, in order to obtain more qualified applications.

For this purpose, the content of job advertisements will be improved (e.g. including information on the selection procedure, on advanced training for new staff, etc.). Online applications or online preselection (application course) should be envisaged.

Co-operation with general Internet job markets or special platforms for the public service (e.g. www.aventi.de) should help to better circulate job advertisements.

b) Increased use of trade fairs and information events

The Federal Statistical Office should make better use of its participation in trade fairs to make the public aware of possible jobs at the Office.

c) Granting traineeships and diploma dissertations

It is intended to grant traineeships and diploma dissertation themes to students of institutions of higher education. This will allow the Federal Statistical Office to get better known as a potential employer and to get early in touch with suitable candidates.

d) Optimising the selection procedure

The selection procedure currently applied by the Federal Statistical Office will be improved. A crucial factor, apart from subject-related skills, is social competence.

Social competence may be assessed through the criteria

• ability to work in a team,
• social behaviour in a group,
• active listening,
• using arguments,
• ability to moderate,
• assertiveness,
• persuasiveness, and
• self-confidence.

To perform selection procedures, one or two fixed selection bodies have to be set up, consisting of five persons plus two substitutes:

• two members of Department Z,
• two members of the specialised departments (in one of the bodies, there should be a staff member of the Bonn Branch Office),
• commissioner for gender equality,
• disabled persons’ representative, where applicable.

The members should have acquired many years’ experience in heading sections or divisions. They will have to be trained to be prepared for monitoring selection procedures. If a lack of social competence is detected, Department Z shall have a veto right.