



HR Biases Form

How to recruit and keep the best talent

We know now that we as humans all make 'thinking mistakes', also when we're in job interviews or evaluation conversations. At every one of us, biases pop up that blur our objective judgment. That's where this HR Biases Form comes in handy. If you are aware of the cognitive biases that might act up before you enter a conversation, it helps you to be more objective. Quickly read the form in advance, and you'll be a talent recruiting machine.

HR Biases



Halo effect

Some people are clever to manage their impressions well. Whether or not they perform well. They are always eager to highlight their contributions to activities, projects, and daily work. Especially those activities that are assigned by their bosses. Many of them know well how to keep their bosses happy or attribute significant impact on themselves: Even if it means neglecting their regular duties and expectations in practice.

In summary, the motto of such individuals is to keep impressions high while doing an average performance in their daily responsibilities. In some other cases, an employee is an excellent performer in just one or two things instead of all the duties assigned to him. This behaviour can create a halo around him, that he is superior in everything.

An objective assessment should consider performance in all the tasks and goals assigned to the individual instead of just chosen few.

HR Biases



Horn effect

Some people are very diligent with their regular work or even high performers but are not bothered about managing their impressions. Consequently, they are overlooked, and their performance is not acknowledged—unfortunately, the human mind suffers from selective cognition bias. For instance, once you have assumed that someone is sloppy in his work, there is a high likelihood that you will look for examples during the interview, which proves this point. Hence the candidate needs to put extra effort to have a positive impression on you.

An objective assessment should measure performance based on the roles, responsibilities and goals instead of how they appear in their work.



First Impression or Primacy Effect

The first impression is essential, no doubt, especially when we all suffer from selective cognition and confirmation bias. But it is difficult to objectively evaluate a person if we have preconceived notions about them. The bias could be either positive or negative. What your mind will try to do during the interview is to find confirmation of your first impression.

An objective assessment should measure performance based on the roles, responsibilities and goals instead of on first appearances.



Recency Effect

This is the reverse to the primacy effect. The candidates who end well during the closure of the interview have a higher likelihood of being rated high by you.

An objective assessment should measure performance on attributes mentioned during the entire interview. It helps to fill in a Recruitment Score Form during the interview, marking observations as they happen.

HR Biases



Stereotyping/ Personal Bias

Some people feel that those who wear glasses are more studious, while others think that those who speak fluently are the best performers. We all have stereotypes, which are hidden in our subconscious minds. Which values certain traits highly, even though the individual performing a job does not require such characteristics.

An objective assessment should be your awareness of this bias. This can give rise to many stereotyping or personal biases that you need to be watchful about in the current multicultural world.



Spill-over Effect

We often remember the past performance of individuals, both positive or negative, which can give rise to some biases. If someone has performed well in the previous interview cycle, he has a higher chance of getting a higher rating. Even if the performance in the second interview cycle has been just an average. The reverse is also true where the negative performance of the first interview can overshadow good performance in the current conversation.

An objective assessment should be mindful of the tasks and goals assigned to an individual in the current interview cycle and judge the performance based on such tasks and goals.



Lenience, Stiffness and Central Tendency

Some people tend to be very optimistic about their ratings, some are stiff, and others don't give either highly positive or negative ratings. These biases cause difficulty to objectively judge candidates as different people with different tendencies interview them.

