



# AUTOMATED HIRING BLUEPRINT In Seven Steps

**Step 1**      **Where will you find your best candidates for this job? Rate these choices:**

- \_\_\_\_\_ Local Paper
- \_\_\_\_\_ Craig's list
- \_\_\_\_\_ Referrals
- \_\_\_\_\_ Employees
- \_\_\_\_\_ Job Boards
- \_\_\_\_\_ Monster / The Ladders
- \_\_\_\_\_ Social Media
- \_\_\_\_\_ **Other**

**Your Classified Ad:**

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**Step 2**      **Unique Email Address 1:**

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**Autoresponder:**

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**Step 3      Webpage 1 / Job Description**

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**Step 4      Survey: Five Essay Questions**

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**Step 5      Step 3      Webpage 2 / Quiz Instructions**

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**Step 6      Skills Quiz / 10 Questions (no essay questions, only right answer questions)**

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