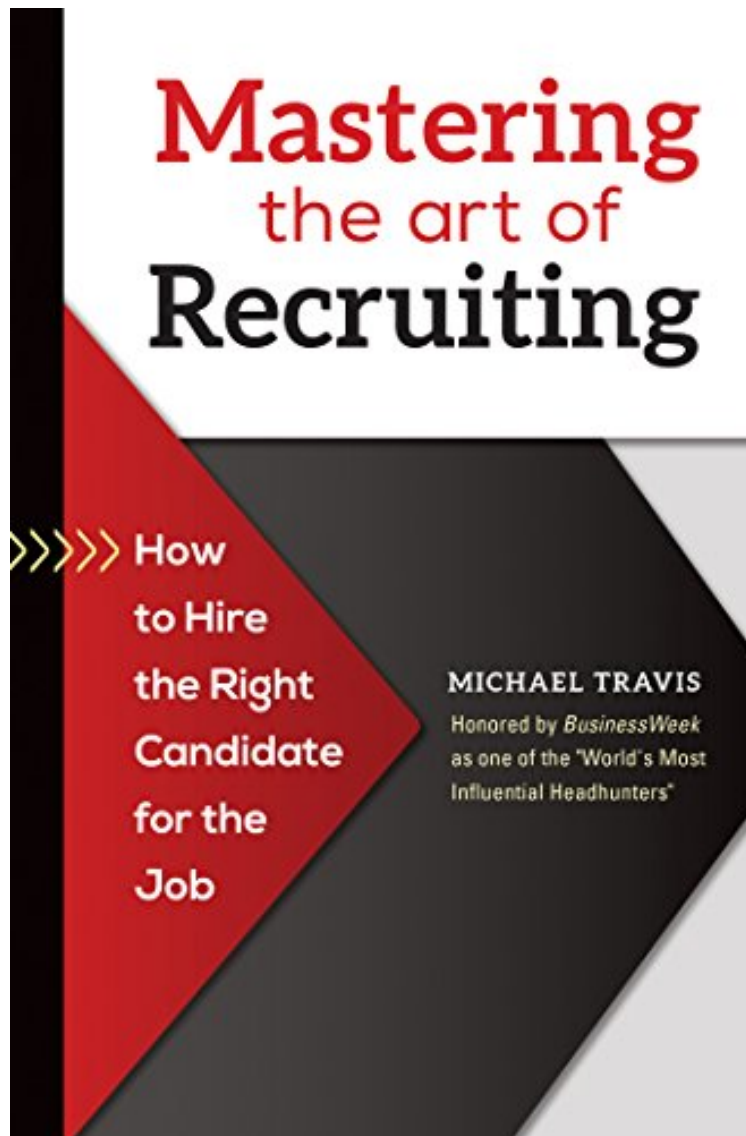


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# Mastering the Art of Recruiting: How to Hire the Right Candidate for the Job

Michael Travis

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A priceless resource for seasoned as well as first-time executives, this is the playbook that explains how to recruit better people and build stronger, more effective teams. bull; Provides a step-by-step guide to recruiting better people, right away bull; Presents clear, practical, and immediately actionable advice instead of wasting the reader's time with text dedicated to explaining theory in extensive detail bull; Reviews the most common recruiting mistakes and describes ways to avoid or correct these errors bull; Enables readers to immediately improve their hiring effectiveness and over time to develop the intuitive feel for recruiting that makes them expert recruiters bull; Supplies the straightforward advice executives need to build great teams that will deliver superior revenues and profits for their businesses mdash; an outcome that will accelerate their own careers

"For more than two decades, Michael Travis has recruited CEOs, function heads and board members for top corporations in multiple industries. Mastering the Art of Recruiting: How to Hire the Right Candidate for the Job is a straight-forward tutorial for anyone who wants to avoid the most common mistakes of screening, interviewing and hiring people for important jobs. His tips are well worth the read." - Forbes "You can't succeed without a great team, and this book shows how to build one. It's an essential and highly practical guide to recruiting top talent." (Narv Narvekar, President CEO, Columbia Investment Management Company) "Well written and fast-paced, this book provides all the basics of how to recruit great people, with the bonus of lessons learned from a seasoned veteran of the recruiting business. The focused, boiled-down lists should be in every executive's recruiting tool kit!" (Richard A. Packer, CEO, ZOLL Medical Corporation) "At once brilliantly insightful and wonderfully entertaining, Mastering the Art of Recruiting is an indispensable guide for anyone who recognizes that hiring talented employees is the most critical factor in building successful businesses. Michael Travis has done a masterful job of laying out a clear and simple recipe anyone can follow for dramatically improving their hiring practices. In doing so, he offers organizations a powerful strategic advantage." (Eric Davies, CEO, Davies Murphy Group) About the Author Michael Travis, named by BusinessWeek as one of the World's Most Influential Headhunters, is the principal of Travis Company, an executive search firm.