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## CIFAL Durban - Interviewing Skills

People

Deadline: 19 Feb 2025

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| Type:                    | Course  |
| Location:                | Durban, South Africa  |
| Date:                    | 19 Feb 2025 to 7 May 2025   |
| Duration:                | 4 Days  |
| Programme Area:          | Decentralize Cooperation Programme  |
| Website:                 | <a href="https://unitar.org/about/offices-training-centres-around-world/cifal-durban">https://unitar.org/about/offices-training-centres-around-world/cifal-durban</a> |
| Price:                   | \$0.00  |
| Event Focal Point Email: | Mpilo.Ngubane@durban.gov.za   |
| Partnership:             | CIFAL Durban, , eThekweni Municipality  |

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### BACKGROUND

Interviewing Skill - Focuses on improving recruitment practices by teaching objective, legal, and effective interview and candidate assessment techniques.

### LEARNING OBJECTIVES

## **Interviewing Skill**

1. Structure and conduct competency-based interviews.
2. Apply fair, unbiased criteria when assessing candidates.
3. Use questioning techniques to uncover skills, experience, and suitability.
4. Understand legal requirements and best practices in recruitment.

## **CONTENT AND STRUCTURE**

**Interviewing Skill** - unit standard training to municipal employees

## **METHODOLOGY**

### **Understanding Local Government Training**

1. The course is offered in Synchronous learning:
2. Presentations and Interactive lectures online and face to face
3. Workshops and exercises, applying collaboration with peers across departments and interact with peers on virtual classrooms.
4. Apply knowledge immediately through live discussions, group work, breakout rooms, and simulations.

## **TARGETED AUDIENCE**

Municipal Officials