



Beat the Other Interview Finalist with a 30-60-90 Day Plan

Hot Post Interview Strategy

- Beat the interview competition cold
- Use a 30-60-90 Day Plan

30-60-90 Day Plan

- Develop a 30-60-90 Day Plan to send to hiring manager after the interview
 - During interview, determine hiring manager's problems, pains and new initiatives and use as basis for plan
 - There are no electronic version of the current training manuals
 - Training materials are out-of-date and need to be updated
 - Need to convert training manuals to other languages since recently entered global markets
 - Need to develop eLearning versions of existing training courses
 - Need to develop training schedule on company website
 - Also ask the hiring manager what the person filling the position is expected to accomplish in his/her first 90 days on the job
 - Add this information to your above list

30-60-90 Day Plan (2)

- Write 30-60-90 Day Plan
 - Maximum 10 items for each 30 day window
 - 1 - 30 Days
 - Learn tools used by company to create training courses
 - Work with all stakeholders to assess all training to identify necessary changes and new courses
 - Create electronic version of two existing training manuals
 - Scan manual with an Optical Character Reader (OCR) and storing result in an MS Word Document
 - Update content of each manual
 - Research and select tool for developing eLearning versions of courses

30-60-90 Day Plan (3)

- Write 30-60-90 Day Plan (continued)
 - 31 - 60 Days
 - Develop training schedule on company website
 - Produce versions of training courses in Spanish, French , German and roll out to these markets
 - Develop pilot version of first eLearning course and get feedback from a focus group inside corporation
 - Roll out first eLearning course worldwide
 - 61 - 90 Days
 - Produce versions of training courses in Chinese and Japanese and roll out to these markets
 - Complete 2nd eLearning course and roll out worldwide
 - Update training schedule on company website

30-60-90 Day Plan (4)

- Send 30-60-90 Day Plan to hiring manager via 2nd Day Mail via USPS
 - Accompany with a note explaining why you are sending the plan
 - Send it to arrive 1-2 days before the hiring manager is going to make a decision on who to hire
 - Sending it sooner may cause the hiring manager to ask all the other finalist to do the same and you lose your competitive edge
- Send your Thank You Note separately
- Remember, your 30-60-90 Day Plan will be a **major distinguishing factor** in separating you from the pack during the final candidate selection process

Thank You!





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