

# Our Recruitment Process (PDF)

Our recruitment process is designed in steps to help both candidates and recruiters effectively communicate everything they need to, in a practical amount of time. We find this is the best way to allow candidates to highlight their skills and qualifications, and for us to express an honest picture of the role's job expectations and our company culture. If you need accommodations at any stage in the candidate experience, please don't hesitate to let your designated recruiter know or contact us at [info@miipe.com](mailto:info@miipe.com).

## Step 1: First Contact

If your application qualifies for position you applied for, you'll get an email from one of our recruiters within two weeks. They'll introduce themselves and alert you that your application has been accepted into our initial pre-screening process. This will be your designated recruiter for the rest of your candidate experience.

If you haven't heard back from us at this stage, then unfortunately this is not the position for you.

## Step 2: Pre-screening Approved

All applicants whose applications pass through our initial pre-screening will receive a new email from their designated recruiter within two weeks of the initial email from Step 1. This email will invite you to join the interview stage of our recruitment process and communicate any other information you may need.

If you haven't heard back from us at this stage, then unfortunately this is not the position for you.

## Step 3: First Interview

Your first interview will be with your designated recruiter. At this stage, your recruiter will likely ask you preliminary questions and see if you have any questions in return. This is a great time for you to get to know Miipe, what we represent and what we're looking for!

## Step 4: Management Interview

Your next interview will likely be with the position's designated manager or project leader. This is where we get to know you a bit better and introduce you to teammates and projects associated with the position you applied for. This is a great time to get to know the position's manager as both a potential teammate and as a subject matter expert. Don't be afraid to ask questions and let us get to know you a bit more!

## Step 5: Final Evaluation

Depending on the position, this step may look different to each candidate. This step may include additional interviews, client interviews, team introductions, or assessments and testing. Your recruiter will work with you to establish where you are and make sure you're ready for what's next.

## Step 6: Decision and Offer

At this stage our team collects all feedback and information from your interview process, reviews it, and comes back to you with a final decision within two weeks.