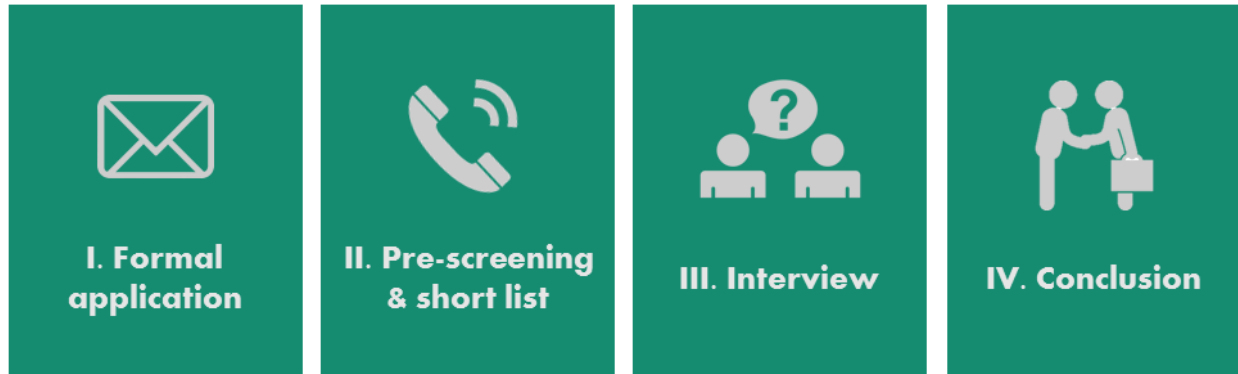


Recruitment & Selection process at GC



I. Formal application

Once you have sent your CV and motivation letter we proceed to analyze every candidate profile. We suggest you to take the time and effort to customize the motivation letter, think out of the box to show your added value. Including references will give you credibility and help us to solve some potential doubts during the process.

You will need to ensure that you can be reached via the telephone numbers and e-mail address provided in your application.

II. Pre-screening & shortlisting

For some of our recruitment procedures you will be asked to be available on the phone for a ten to fifteen minutes call. The purpose of these calls is to determine to what degree you could match the essential requirements for the job you have applied for.

The pre-selection phone call interview may include:

- General questions on your motivation and experience
- General questions on your expectations
- Logistic basic matters that could affect the process

The conclusions and results from step 1 and 2 will help us to determine the candidates in the shortlist for the interview.

At this point we might use the references provided to make decisions among similar candidates.



If you are successful at this stage you will receive an invitation for an interview which will take place at the GC premises in the country of the vacancy for which you are applying. You are expected to respond to our invitation and to make yourself available within a maximum of two weeks. If that would be a problem for any candidate occasionally a video conference could take place.

III. Interview

If you are invited for an interview means that you made it well, congratulations! It will be a pleasure to know you face to face. And we also want you to know GC.

The goal of the interview is to predict whether the future behavior of the candidates will lead them to success in the job and grow up within GC. Therefore we will find the candidate whose profile most closely matches the requirements of the position. The focus will be on the key technical and behavioral competencies mentioned in the vacancy and job description.

During the interview we expect you to come with questions or doubts that we will be happy to answer regarding the position you are applying and GC as organization.

One or some of the next assessment tools may be used:

- A panel interview where we ask about your previous experience, technical background and motivations. We also want to know about your performance and ability to deal with concrete situations.
- A presentation on any of the subjects referred in the vacancy (products, projects, campaigns, strategies, etc.) to be prepared by the candidate.
- Tests or written exercises in order to understand the level of skills on common office tools.

For those key positions in a higher level of responsibility and leadership we might proceed with external agencies to provide an extra assessment on the needed competencies for the role you are applying. If this is the case you would be informed about it during the interview.

IV. Conclusion

Once we make a decision, you will be informed as soon as practicable. We will prepare a proposal for the preferred candidate and if it is accepted we will proceed to inform the rest of the candidates.

If you did not succeed, feel free to request our feedback since it might help you in the future.