



www.tfsuccess.com

Express Interviewing

Tuesday 25th & Wednesday 26th September

The TFS interview program equips all levels of interviewer from beginner to advanced with a comprehensive, flexible and compliant process, the principles of which can be grasped within a few hours of training.

What is it about?

Used by the Police and across the private and public sector the process is also accredited by the leading Institute of Criminal Justice Studies at The University of Portsmouth.

Versatile yet robust the model engages with all interview circumstances, from Grievances & disciplinary issues to major crime and the disclosure of additional wrongdoings.

Streamlined decision making offers the opportunity to fast-track disciplinary penalties and dismissals.

What will I get out of it?

- Learn how to collect, evaluate and test the credibility of all allegations made against members of staff including, fraud, harassment, malpractice, bullying and accusations of a sexual nature.
- Discover the right way to record the all important audit trail
- Know how to gather enough intelligence to conduct a face to face interview
- Plan the interview and framing those all important questions
- Feel confident in dealing competently with staff / union representatives, solicitors and friends of the employee
- Effectively handle liars, those who say nothing at all and those that tell the truth
- An ethical and efficient decision making process based on key principles of English Law
- Fully compliant with the ACAS codes of practise and The Employment Act 2008.



www.tfsuccess.com

Delivery team

The pool of dedicated tutors includes experienced and serving senior police investigators and LLB (Hons) practitioners.

Accredited by:



University of
Portsmouth

Time:

09:30 – 16:30 (both days)

Price: £700 (excluding VAT)

15% discount on three or more delegates from the same organisation.

Location:

The Abbey Hotel, Hither Green Lane, Dagnell End Road, Redditch, Worcestershire B98 9BE

<http://www.theabbeyhotel.co.uk>

Overnight accommodation:

TFS has secured a special overnight (3-course dinner, B&B) rate of £105 per night. Please indicate on the e-mail if accommodation is required.

Registering:

Please e-mail opens@tfsuccess.com