

Avoiding Costly Hires – The SME Leader's Toolkit

Practical guidance from Lavender and Sage HR & Recruitment

1. Understand the True Cost

- Recruitment and onboarding costs
- Lost productivity and management time
- Team morale and reputational risk

2. Six-Step Hiring Checklist

- ✓ Clear, values-led job descriptions
- ✓ Structured interviews and scoring
- ✓ Involve key team members in decision-making
- ✓ Reference and background checks
- ✓ Strong onboarding plan
- ✓ Early-stage check-ins and probation review

3. Red Flags to Watch For Early

- Lack of engagement or poor communication
- Misalignment with values or behaviour
- Early conflict with team members
- Avoiding feedback or coaching

