



THE COST OF A BAD HIRING DECISION

WORKSHEET

Activity	Number of Hours	Dollars per Hour	Total Cost
Job Posting Costs (LinkedIn/Indeed/Ziprecruiter/etc.)			
Internal Recruiter Costs (resources devoted to filling the position)			
External Recruiter Costs (contingency/retained searches)			
Cost of Interview (interviewers' time of Interview/candidate or interviewer travel costs/etc.)			
Cost of Training (orientation, onboarding, job training (trainers' time/materials/etc.))			
Legal Costs (severance/paid out PTO, legal fees)			
Time Spent Managing Bad Hire (performance discussions, etc.)			
Indirect Costs (poor morale & productivity, other related turnover, etc.)			
MY TOTAL COST OF A BAD HIRE			