

# Best Practices for Pre-Employment Testing



1. Identify the skills and abilities that are necessary for the job



2. Use the same test or tests for all applicants who apply for the same job



3. Provide adequate instructions and support for applicants



4. Use the test results as just one factor in the overall hiring decision



5. Follow all applicable laws and regulations

# Pre Employment Testing Samples For Accounting

**Jin-Ying Zhang**



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