

Educational Program

“Developing Job Descriptions to Find the Right Employee”

Andy Traub, Presenter

February 22, 2017

7:30 – 8:00am Registration/Breakfast | 8:00 – 9:30 Program

9:30 – 10:00 **SHIFT** Demo/Q&A (*optional*)

Down Syndrome Guild of Greater Kansas City | 5960 Dearborn, Suite 100; Mission KS 66202

Members - \$30; Non-members - \$45 | [Register Now!](#)

Session Description

A job description can be your best asset or your worst nightmare. Are your job descriptions helping or hurting your recruiting/ hiring efforts? Are they unintentionally screening out the very talent you are seeking? Or are they attracting the wrong talent?

The purpose of this session is to help you develop better job descriptions and encourage you to re-think what you/your company see as essential functions of a job and essential employee skills.

About the Speaker



Andy Traub, SPHR, SHRM-CSP
President, Traub and Associates
Consulting

Andy Traub, is a certified Senior Professional in Human Resources (SPHR) and a nationally recognized leader in both disability and autism employment. Over the past two decades, Andy has provided talent management and acquisition solutions for many national employers, including Google, Best Buy, Walgreens, Office Depot, Toys”R”Us, Starbucks, Sodexo and Kroger to name a few. Andy has been invited multiple times to present to White House staff on hiring individuals with disabilities.

At AMC Entertainment Inc., Andy led the company’s strategic recruitment initiatives and created “AMC F.O.C.U.S.,” an award-winning program in which AMC broke new ground in hiring and retaining large numbers of individuals with disabilities.

He has also served as Managing Director for the National Organization on Disability where he created several innovative programs and products to help national employers develop strategic programs designed to effectively attract, on-board, manage and retain individuals with disabilities.