

**GENERAL INFORMATION ABOUT HEARING, SENSORY,
 INTELLECTUAL IMPAIRMENTS**

DEF SPECIFIC RECOMMENDATIONS FOR JOB INTERVIEWS WITH PEOPLE WITH DISABILITIES: PHYSICAL DEFICIENCIES	AUDITORY SENSORY DEFICIENCIES	VISUAL SENSORY DEFICIENCIES	INTELLECTUAL DEFICIENCIES
<p>Conduct the interview in a place accessible to the person being interviewed. Before giving help, ask the person if they need it</p>	<p>Before the interview, find out if the candidate can read lips and try to face the person during the meeting and when guiding you through the facilities where the meeting will take place</p>	<p>Identify yourself and introduce yourself to everyone at the interview location.</p>	<p>Pay full attention to the person, example: Look for external support, agencies, specialized professionals who can help you in the process</p>
<p>Do not manipulate the technical aids that the person uses (wheelchair, crutches, canes, etc.), unless asked to do so.</p>	<p>If the person arrives with an interpreter, do not speak to him / her, go directly to the person to be interviewed.</p>	<p>When you are invited to sit down, place the interviewee's hand on the back or arm of the chair and give verbal cues about the room layout.</p>	<p>Ask questions that require short answers or a shake of the head</p>
<p>Before moving from one place to another, inform the interviewee of what you are going to do</p>			
<p>When you speak standing up to a person who is in a wheelchair or on crutches for more than a few minutes, sit down so that you are at eye level with that person</p>	<p>If the candidate has a guide dog, do not feed, pet, or distract him don't raise your voice. In many cases, raising the voice volume doesn't make a difference. Working eye contact and training it helps the person</p>	<p>Resist the urge to speak as if the person has difficulty expressing themselves;</p>	<p>If you are conducting a group interview, mention the name of the person you are going to address, adapt group activities, with visual aids for people with ASD, prior training will prevent the person from feeling anxious and frustrated, will help to have</p>