

The High-Volume Crew Hiring Survival Checklist

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Faststream Recruitment

1. Before You Open the Floodgates

Tick before roles go live:

Headcount approvals confirmed: in writing, not just verbal

Job adverts signed off and standardised

Salary ranges agreed (and realistic)

Screening criteria agreed upfront

Interview availability blocked in calendars

ATS stages are clearly defined

Reporting agreed (what will be tracked, and by whom)

Purpose: Prevents the classic we'll figure it out as we go disaster.

2. Candidate Flow – Keep Things Moving

Where volume hiring usually breaks.

CV review SLA agreed

Screening questions consistent

Interview scheduling owner clear

Drop-off points identified

Candidate comms templated

Rejection process agreed (and timely)

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3. Hiring Manager Bottlenecks

The usual suspects:

Interviewers briefed on volume expectations

Feedback turnaround agreed

Decision-maker identified

Escalation route agreed when delays happen

Back-up interviewers in place

Reality check: Volume fails when decision-making slows.

4. Offers Without Drama

Where momentum is often lost.

Offer approval process mapped

Contracts templated

Offer timelines agreed

Counter-offer risk flagged

Start dates aligned with onboarding capacity

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5. Handover to Onboarding

- Clear ownership handover

- Candidate expectations reset

- Day-one readiness confirmed

- Onboarding comms scheduled

6. Red Flags – Act Fast If You See These

Early warning signs.

- Interview feedback taking more than 48 hours

- Candidates chasing for updates

- Roles being “paused” informally

- Hiring managers going off-grid

- Offer approvals are suddenly slowing

- Workload becoming unmanageable

If you've ticked 3 or more: the process needs support, not more effort.

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