



**Byron P. Decoteau, Jr., Director**

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## GENERAL CIRCULAR NUMBER 2025-032

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**DATE:** May 22, 2025

**TO:** Heads of State Agencies and Human Resources Directors

**SUBJECT:** New Instructor-Led Course – Skills-First Hiring: A Practical Guide for HR Professionals

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Louisiana State Civil Service is pleased to announce that a new instructor-led training course, **Skills-First Hiring: A Practical Guide for HR Professionals**, is now available for enrollment in the LaGov Learning Module in SuccessFactors.

This engaging 3-hour course is designed specifically for Human Resources professionals and focuses on improving hiring outcomes through practical strategies that align talent with job needs. The course supports HR staff in:

- Explaining the purpose and benefits of adopting a skills-first hiring approach
- Guiding hiring managers through the SCS Hiring Framework
- Advising managers on evaluating supplemental questions effectively

By enhancing collaboration between HR professionals and hiring managers, the course aims to improve talent acquisition efforts across state agencies.

Eligible participants may enroll directly through SuccessFactors. Session dates and availability are listed in the Learning module. Please note that while enrollment is open in SuccessFactors, participation is intended for individuals in Human Resources roles. Roster reviews will be conducted prior to each session to ensure appropriate alignment with the course audience.

Please direct any questions regarding the training offerings to [Jennifer Schuelke](#), Talent Acquisition and Workforce Development Assistant Division Administrator.

Sincerely,

s/Byron P. Decoteau, Jr.  
State Civil Service Director