

## Hiring manual

'What is a hiring manual?', this is the question which you have, now. Mmm, let me explain it ...

The person who you want to hire is a member of the autism spectrum and needs some particular conditions for a successful work.

### **A member of the autism spectrum ...**

... satisfies the following criteria

- differences in social interaction
- differences in communication
- repetitive or stereotyped behaviours, interests or activities

[1]. But every person on the autism spectrum is different, hence the individual profile of each person the the spectrum looks like differently. Mainly the spectrum contains three basic diagnoses. One of them is called the 'Asperger syndrom', named after Hans Asperger (1906 - 1980). Persons with Asperger syndrom often have above-average cognitive skills which allow it to compensate some autism-related troubles [1],[2],[3].

### **The strengths of autistic people ...**

... are

- an other point of view
- strong analytical and logical abilities
- a strong interest in factual information
- an exceptional eye for details, deviations and potential errors
- strong awareness for quality

[1]. Hence, an autistic contractor can be a great enrichment for your organization! But this needs a good cooperation between you and the contractor. Since this is not always easy for you to handle, you should follow some basic advices.

### **What you should not do ...**

... and do.

- Don't make a phone call except you have no other way of communication  
=> use email or chat
- Don't force the contractor to work in an open-plan office  
=> give the possibility for remote work

- Don't force the contractor to work too much time at a stretch  
=> give the possibility for more and shorter time periods
- Don't give too much freedom  
=> make short and clear statements and deadlines
- Don't make smalltalk and don't use metaphor  
=> use a clear and technical language
- Don't give information only verbal  
=> write them down

If you are open-minded for making new experience, your new contractor is looking forward to hear from you.

**Don't hesitate to ask if you have any open questions!** (Please use email :)

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### **Bibliography**

[1] <http://auticon.co.uk/autism/>

[2] <https://en.wikipedia.org/wiki/Autism>

[3] [https://en.wikipedia.org/wiki/Asperger\\_syndrome](https://en.wikipedia.org/wiki/Asperger_syndrome)