

gusto



Welcome to Gusto!

(guh-stow)

Leandro Diaz | Software Engineer, iOS

ZOOM Interview

Jeff Dunn, Recruiter
jeff.dunn@gusto.com

Stephanie Lopez, Recruiting Coordinator
stephanie.lopez@gusto.com



Agenda

Friday, January 21st 4:00pm - 6:45pm EST

4:00pm - 5:30pm: [Richard Nguyen](#)

5:30pm - 5:45pm: Break

5:45pm - 6:45pm: [Chris Wong](#)

Monday, January 24th 4:00pm - 7:00pm EST

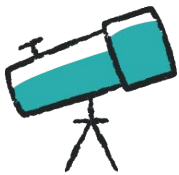
4:00pm - 4:30pm: [Stephanie Rosalio](#)

4:30pm - 5:45pm: [Roy Chanley](#)

5:45pm - 6:00pm: Break

6:00pm - 7:00pm: [Hector Virgen](#)

**Interviewers are subject to change, and may include a shadow interviewer without notice. This person is likely a new Gustie on the team who is learning how to conduct interviews.*



ZOOM Instructions

Please use the following ZOOM link to connect to the video conferences:

<https://gusto.zoom.us/j/94807208844?pwd=UnlGenBSSVNwem1uSmgzd2ZwMGJUT09>.

When you click on this link it will prompt you to download the ZOOM app if you don't already have it, or it will prompt you to open the application if you do have the app on your computer.

Feel free to test this link the night before your interview to make sure the video and audio work. You should be able to see yourself when you open the link.



Our Hiring Philosophy

As a mission-driven organization, we're building a team that values our common goal to help businesses focus on what they care about most, their people. We care deeply about attracting a diverse group of folks who will be invested in our customers, our product, and our culture.

Our drivers of hiring are (in order of priority):

- **Shared Values** — We believe that if we hire with shared values at the forefront, you can always be yourself in and out of work.
- **Aligned Motivations** — We believe that work is vastly more engaging when you care about what you're doing, the problem you're solving, and the people you're helping. Our team is motivated to build a world where work empowers a better life.
- **Relevant Skill Set** — We believe that each teammate should be held accountable as an owner, to utilize their specific skills to continue bringing our mission to life.

If we hire according to this philosophy, you'll be working on a mission you believe in, serving a customer you care about and doing work you're good at. Now that is magical!



Learn More About Gusto

Have you ever used Gusto? Explore our product with this demo [account!](#)

We've had a lot of great press lately. Here are some of our favorites:

- [Gusto Review](#)
- [Gusto's RISE Work](#)
- [America's Best Startup Employers List](#)
- [They Built A \\$3.8 Billion Business To Help Small Businesses](#)
- [How Tech Helped One Coworking Company Stay In Business](#)
- [Josh Reeves: How To Keep Your Culture As You Scale](#)
- [Empowering Employees In Life And Location](#)



Gusto Interview Dictionary

We like to add a little warmth to our lingo around here.

External <i>What They Say</i>	Gusto <i>What We Say</i>
Recruiting Team	Invite Team
Phone Interview	Match Talk
Hiring Manager	Hiring PE (People Empowerer)
Face to Face (Onsite Interview)	F2F
Skills Based (Technical) Interview	Skills Assessment
Applicant Tracking System	Green House
Employees	Gusties

Return to Homebase Plans

Persona Overview • Health & Safety • In-Office Experience

Persona Overview



To enhance collaboration between teams, each team or role at Gusto will have a defined persona based on criteria Department & Segment leaders developed. Though benefits such as medical and dental will not be changing based on persona, some of the perks associated with personas will vary to ensure that they best fit the needs of every Gustie.

1

IN-OFFICE IMANI

Homebases: SF, DEN, or NYC

Days in Office: In office a minimum of 4 days / week.

2

FLEX FINNLEY

Homebases: SF, DEN, or NYC

Days in Office: In office at least 1, and up to 4 days / week.

***In office days will be determined by your team!**

3

REMOTE RAFAEL

Homebases: US/Canada remote

Days in Office: No days in office, except team-designated moments that matter.



Health & Safety

There are several changes Gusto is making to ensure that Gusties return to a safe working environment, and that includes:

- **Fully-Vaccinated Spaces:** All Gusties must be fully vaccinated to access any of our offices. Per national health guidance, an individual is considered fully vaccinated two weeks after the final COVID-19 vaccine shot. Gusties or candidates in need of an accommodation from this requirement due to a medical reason, or because of a sincerely held religious belief must reach out to accommodations@gusto.com to request an accommodation.
- **Mask Up:** Gusties will be required to wear masks while visiting or working from a home base. Our COVID Response Team is constantly evaluating COVID infection and vaccination rates, as well as CDC guidelines to inform our decisions on safety protocols at our home bases.
- **COVID Symptom Check:** Gusties will have to complete a symptom check prior to entering a homebase each day.
- **Sanitized Workspaces Between Uses:** Desks, workspaces, and meeting rooms will be cleaned and sanitized between use on a regular basis during the workday.

In-Office Experience

To promote equity, engagement, and ensure that all Gusties have a world-class experience from any seat, we'll take a virtual-inclusive approach to events that is inclusive of Gusties working from a homebase.



Virtual/Zoom Interview Best Practices

Note that these are only recommendations and may not be one-size-fits-all. This is intended to include helpful tips to prepare you for your interview. However, we recognize that life happens and everyone is interviewing with unique workspace situations.

Before



Test Your Technology

Make sure you are comfortable with Zoom, by logging on the day before and test out your audio and camera settings.

Check to make sure you have a good wifi connection before joining your call.



Set The Scene

Minimize distractions in your space.

We recommend finding a spot with clear lighting!

Feel free to use a Zoom background if you would like to.



Check For Appropriate Meeting Times

Double-check your interview schedule received by email, to ensure you have the right time marked for your interview.

During



Lights, Camera (On), Face-Time!

Treat this as an in person interview.

We ask that you turn on video so people can see your face!

Visual communication (e.g. facial expression, hand gestures) is really powerful and conveys nuances that are hard to capture only through audio.

Body language like nodding or thumbs up can help convey agreement and minimize audio disruptions.



Speak Clearly And Near A Microphone

Make sure people can hear you.

Test your audio setup before the meeting.

We have found that headphones are helpful to minimize distraction.



Avoid Multitasking

Stay present and engaged!



Break Time

Don't be afraid to let your interviewer know if you need a water or restroom break.



Be Yourself

We are so excited to meet you and look forward to getting to know you better!

Our Values



Embody a service mindset.

Never stop advocating for the needs of others.



Dream big, then make it real.

Be ambitious. Show & do > tell & talk.



Be proud of the how.

Ensure deep integrity in everything you do.



Embrace an ownership mentality.

Take initiative to leave things better than you found them.



Debate, then commit.

Share openly, question respectfully, and once a decision is made, commit fully.

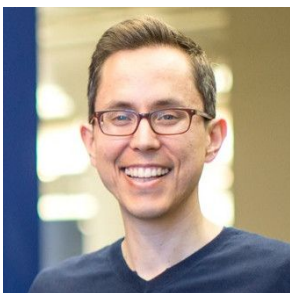
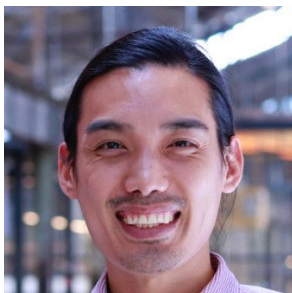
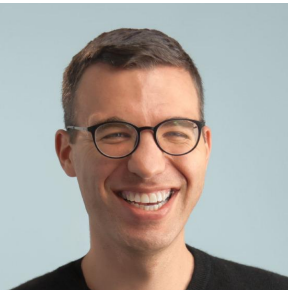
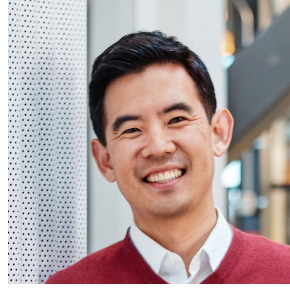


Build with humility.

Put collective success before individual achievements.

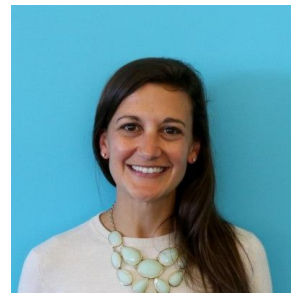
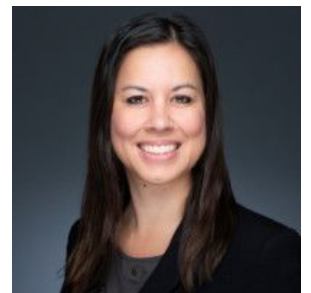
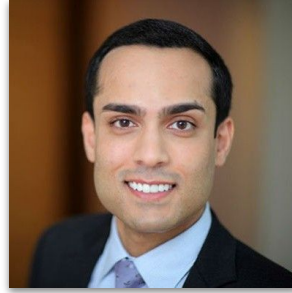
Our Leadership Team

Click on each team member's photo to learn more about their journey to Gusto!



Our Leadership Team Cont.

Click on each team member's photo to learn more about their journey to Gusto!



Join a Gustie Community

Our people have the right to expect a workplace where the richness of their lives or experiences are welcomed and valued.



Affinity Groups

Gusto supports, promotes, and celebrates a culture or identity.

#asian
#black
#avid
#juntos
#pride
#veterans
#women
#parents



Social Impact

Gusto makes a positive impact in our local communities and our environment.

#gustogives
#greengusties
#gustiestakeaction



Shared Interest

Gusto forms and maintains cross-functional relationships.

#coffee-chat
#dogs-of-gusto
#gstyle
#w_orkout_fh
#swollemates
#humans-are-social-animals
#plant-parenthood
#wfh-hobbies



Work #withGusto!
(guh-stow)