

AI Data Labeler Assessment Checklist

A guide to identifying the best candidates for data annotator roles

When hiring for a data annotation team, there's little time to train or replace workers. It's important to present candidates who can do the job well and understand what's needed. To ensure this, we suggest a three-step vetting process: start with reviewing the resume and work samples, followed by a two-part skill assessment. This is a checklist that covers the steps.



Resume and Work Samples

Resumes play an important role in the evaluation process. Consistent formatting and clear content show the candidate cares about details and making things easy to understand. Relevant experience should be looked at in relation to what the person has done before as an annotator, writer, or teacher because the types of tasks they've performed can be very different. Work samples are also important to include as studies* have shown they are the most predictive of on-the-job success.



Soft Skill Assessment

Language skills can be considered hard skills, but they draw some important distinctions worth discussing. We always recommend a language assessment, regardless of the worker's role and the target language they will be using.



Hard Skill Assessment

Hard skill assessments should mimic the job tasks workers will do. Utilize automated platforms (we use Test Gorilla) or online forms to organize responses and prevent cheating. Assessments should be brief and targeted to relevant responsibilities; too long or comprehensive can discourage good candidates. Keep assessments between 45 minutes to 1 hour for the best completion rates.



Post-Hire Reviews

Pre-hire assessments and team performance go hand in hand. If many workers struggle, ask yourself why and review the process. At HireArt, we are the employer of record and we get feedback on worker performance and adjust as needed. We check in at 2 weeks, 1 month, and 3 months to share feedback and make improvements if needed, especially if poor performance leads to termination.

Source: www.researchgate.net/publication/232564809_The_VValidity_and_Utility_of_Selection_Methods_in_Personnel_Psychology

