

# Human Resource Management



**UNIT 3**  
**P7, M5, D3**

# ACs



- Illustrate the application of HRM practices in a work-related context, using specific examples.
- Provide a rationale for the application of specific HRM practices in a work-related context.
- Critically evaluate employee relations and the application of HRM practices that inform and influence decision-making in an organisational context.

# Job and person specifications



- Case-Tesco

# Recruitment and Selection



- Discuss the impact technology has on improving the recruitment and selection process?
- Are organizations using online resources, digital platforms and social networking?
- How are job advertisements designed and placed?

# Interviewing Preparation Best Practices



- Be prepared. Review the job description
- Prepare interview questions ahead and expect probable responses.
- Provide a comfortable environment for the applicant
- Explain the hiring procedure
- Encourage the applicant to open up and talk
- 80: 20 rule
- Close the interview by asking if there are any questions and thank the applicant for coming (Talentculture.com, n.d.).

# Selection Best Practices



- Phone Interviews
- Behavioral Interviews
- Fishbowl Interviews
- Cognitive Ability Tests
- Personality Tests
- Aptitude Tests
- Assess with Caution

(Johnson, 2015)

# Additional Reading



- Reilly, A. (2013). *What is the Impact of Technology on Recruitment?*. [online] Rpoassociation.org. Available at: <http://www.rpoassociation.org/blog/bid/330126/What-is-the-Impact-of-Technology-on-Recruitment>
- Whattheythink.com. (2013). *Technology's Impact on Attracting, Recruiting and Hiring a Competent Workforce - WhatTheyThink*. [online] Available at: <http://whattheythink.com/articles/62095-technologys-impact-attracting-recruiting-hiring-competent-workforce/>.
- Zaucha, L. (n.d.). *The Growing Impact Of Technology On Recruitment*. [online] Hrtechoutlook.com. Available at: <http://www.hrtechoutlook.com/cxoinsights/the-growing-impact-of-technology-on-recruitment-nid-121.html>.

# References



- [online] Available at:  
[http://mrshearingbusinessstudies.weebly.com/uploads/1/0/3/0/10303678/tesco-recruitment\\_selection.pdf](http://mrshearingbusinessstudies.weebly.com/uploads/1/0/3/0/10303678/tesco-recruitment_selection.pdf).
- Johnson, C. (2015). *Hire the Team you Need: Best Practices in Selection - Tilson*. [online] Tilson. Available at: <http://www.tilsonhr.com/recruitment/hire-the-team-you-need-best-practices-in-selection/>.
- Talentculture.com. (n.d.). *Cite a Website - Cite This For Me*. [online] Available at: <http://www.talentculture.com/interviewing-best-practices-problem-solvers/>.