



HRM295/395

Submission 5

Fall 2020/2021

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Name:

SUBMISSION V

Student name: _____ Student ID: _____

1- As an HR intern you will be introduced to the different functions in HR, one of these main functions of HRM is “Recruitment and Selection”. Explain what this function is and discuss how this function can help specifically the company you chose. (Below are some important issues to include in your discussion about this function of HRM) (40 pts.)

- HR planning

- Job analysis: Job description + Job specification

- Internal and External Recruitment sources

- Selection tools such as CV screening, psychometric tests, job interviews, videoconferencing, etc.

2- As an HR student identify the skills needed to work in the Recruitment and Selection department?

2b-State why did you chose those skills and compare those skills with yours?

2c-If you were the Head of recruitment and selections department would you hire yourself to be part of that department state why? (30 pts.)

3- Find 4 latest recruitment and selection trends? List and explain each (20 pts.)

4- References (10 pts.)