

Human resource training db



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Human Resource Training DB Inserts His/Her Inserts Grade Inserts April 25th, Human Resource Training DB Human resource department is one of the most critical departments in an organization since it manages the human resource which is one of the most important assets for every company. The HR department should use certain techniques within the organization in order to avoid any type of unfair hiring practices such as discrimination on the basis of gender, age or origin. Disparate treatment This is one of the theories that prohibit the employers from treating the employees or the prospective candidates in an unfair manner because these people have a membership in a protected class. When an individual belonging to a protected group is treated in an unfair manner than the other people in the similar situation, violation of disparate treatment occurs. Direct evidence shows the intent of discrimination of the employer which can be indirect and circumstantial as well. (Leat, 2001). Ethics and legality of hiring procedures Employers opt for many different kinds of hiring procedures. However, ethics and legality are involved in all the hiring procures and the human resource department should ensure that they are being followed. Hiring can be done internally as well as externally both whichever procedure the organization selects, it should be done in a fair manner both on the basis of seniority based system and merit based system. The HR department should make sure that no kind of discrimination is being done when candidates apply for jobs and even after the jobs, the interviews must be conducted in a fair way. Organizations often ignore the applications of individuals who belong to a certain race or of the female which creates discrimination and is an unfair hiring practice. Adverse impact When the organizations practice unfair hiring practices, it results in an adverse impact on the organization because the people develop

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negative cues about the organization and its employees due to which the profits of the company can decrease since people will stop buying goods and services from such firms. (Bailey, Netting & Perlmutter, 2000). Most helpful ethical and legally hiring procedures Although there are many hiring procedures that an organization can opt for but the most helpful compliant hiring procedure that is both ethically and legally is to comply with all the laws that have an impact on the employment relationship. Candidates should be provided orientation training on violence at workplace, sexual harassment and they should be made aware of all the company policies. The job description provided to the candidates should be the same when he starts working at his assigned post and no discrimination must be done after hiring. My work experience as an assistant recruitment manager in a fast moving consumer goods company has been very good so far. I have conducted many interviews and I have made sure that no kind of biasness is done on the basis of any factor such as gender or race. However, I have strictly conducted interviews and have always shortlisted the candidates on the basis of merit. Moreover, it is also essential to make background checks of an applicant to know if he should be given the job or not because loyalty, sincerity and hard work are some very important factors of offering a job to an applicant because they also impact the other employees in the organization. Reference Bailey, D., Netting, E. & Perlmutter, F. D. (2000). *Managing Human Resources in the Human Services: Supervisory Challenges*. 1st Edn. Oxford Cool Soundsiversity Press, USA. Leat, M. (2001). *Exploring Employee Relations*. Butterworth-Heinemann.