

Human resources internal and external recruitment

Business



Internal and External Recruitment Task Introduction Recruitment is a process of choosing the best applicant in a group from inside or outside a business organization for a job vacancy. Internal recruitment is employing persons from inside the organization to acquire the vacancies left in an organization. Conversely, external recruitment is employing outside persons to fill job vacancies in an organization. This unit describes the inner and outside recruitment and identifies their significance in an organization (Byrnes, 2009).

Internal Recruitment

The internal recruitment needs support from other management departments to avoid disappointment among the managers and employees (Byrnes, 2009). An example of an internal recruitment is that if an employee X is working as personnel manager in an organization, and there is a vacancy for a post of senior personnel manager, the employee X can be selected to fill the vacancy.

Significance of Internal Recruitment

The significance of internal recruitment to the organization is that it is cheap. Persons within the organization do not require training for the job, since they are already accustomed to the processes and procedures inside an organization. A further significance is that the employee will require minimal time to adapt in the new office compared to a person from a different organization.

External Recruitment

An example is when one applies for a job position in a different company that offers an opportunity. The person is transferred from the company he/she

was working initially, and moves to a completely new environment.

Significance of External Recruitment

The significance of external recruitment to the organization is that it equips the organization with new skills. The skills are brought along by the new employees employed in the organization. An example of these skills can be efficient management coordination by the individual employed in the organization. External recruitment also increases the reputation of the institute in the job market. The increased popularity of the organization in the job market leads to growth of the organization (Byrnes, 2009).

Conclusion

Recruitment is a crucial process that involves the cooperation of both parties in an organization. Internal and external recruitments are both methods of choosing and hiring employees to work in an organization.

Reference

Byrnes, W. J. (2009). Management and the arts. Amsterdam: Elsevier Focal Press.