

# [The the fairest process and this then leads](https://assignbuster.com/the-the-fairest-process-and-this-then-leads/)

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The job advert plays a massive part in the recruitment andselection process and the reputation of a business. It is key for theorganisation to use the same criteria to remain or become an ethical employer. This affects the business as more people are likely to want to work for thebusiness, leading to a larger pool of applicants to choose from.

Linking to thejob advert is the job description and person specification, which again mustuse the same criteria. This again helps the business in being ethical. Thereason being ethical and increasing the business’s reputation is key to thesuccess of a business, is because it attracts more people to the business. Thismeans when the business goes to employ, higher skilled and better candidatesare willing to work for the business as they know they’ll be treated fairly. The customer service of a business is key to the success asit often helps attract repeat customers. Therefore, the shortlisting ofdocuments and the way the candidates are assessed is so necessary to choosecorrectly.

Assessing candidates based on screening tests before the interview stageor choosing to look at their CV to give them the job, is a good way to find thebest candidate. The interview board needs to have a gender and ethnic balance forit to be the fairest process and this then leadsto the best people to be employed for the job; consequently, leading to theemployee helping the business and its customer service. The culture of a business is the values and expectations anorganisation has, and every employee is to know this.

It’s the ‘ how we dothings’ in the organisation. During the interview process, this is key for the interview board or panel to make theapplicant aware of as well as taking note of if the potential employee wouldfit in with the culture. This is so key as it creates a sense of purpose andbelonging, which in turn creates a happy, productive workforce, thus thebusiness is successful. Linking to that, making sure the job description andperson specification state what ispreferred to fit in with the culture of the business is a great way for anapplicant to know the culture before the actual interview. Similarly, duringthe induction and training period, the employee can learn about the culture andslowly understand the core values the organisation has.

This again helps thesuccess of a business, as the employee firstly knows the culture, and secondly canenhance their skills for the best of the business. Workforce planning is what all organisations should do toremain successful. This is because workforce planning assesses how manyemployees the firm has now and how many it thinks it needs for the future.

Itis crucial that the organisation matches the qualifications that it already has and that of the future needs of thebusiness. This helps with the success of the company, as