

Recruitment plan using internal and external sources essay sample



**ASSIGN
BUSTER**

In this task I need to outline reasons for vacancies occurring and identify how two organisations plan recruitment using internal and external sources. In this assignment it has already given one organisation and I have taken the other which is Kershaw Leonard.

Reasons for vacancies:

Employees leave their job, because they can find another place where the company will pay them better salary. Employees leave for training to learn more about the department they work. Employees may have got a suitable place for work. There are different reasons for an organisation to recruit someone; Employee leaving, Increased volume of business, Different work, Maternity cover, Sickness.

The other reason for employees leave is because of sickness, a time away from work caused by illness, injury, or other form of incapacity, which means that an employee is medically unfit for work. It depend how long the person is going to be off work. Person may be recruited to cover another employee when they go on maternity leave and their work needs to be done by someone else.

Every now and then vacancies happen because the organisation has more work or is expanding. The organisation would require additional employees and would have to provide resources and training for them. Vacancies may be temporary or permanent. Organisations are changing as well as expanding, so the volume of work may not be going up, the type of work that is needed may be changing which new staff have to be recruited.

Decision to recruit:

As when the organisation does recruit a new person, it will make sure that is necessary on permanent basis and the work cannot be done by somebody else. Organisations also consider how productive its employees are by looking at how many material goods are produced per person. It can be decided that some people have the capacity to do work and it is not necessary to be competitive. Organisations should be aware how to spend their capital moreover it will help to save capital on staff costs whenever possible.

Considering the further issue whether the vacancy is going to exist in the future of if technology might make the job redundant. Many organisations increasingly work online so staff in shops or agencies may not be needed, but staffs in call centres