

Human resources
case one: exercising
strategy: never
having to say you
never know...



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Analysis of Case Study Never Having to Say " You Never Know" Analysis of Case Study Never Having to Say " You Never Know"

The case study talked about the negative consequences that happened in certain companies because of their lack of background check with their job applicants. They might be in the rush of filling-up the job in the company that led to the downfall of their organization because of the lack of abilities of the newly-accepted employee to perform his duties. Necessary steps in thoroughly knowing the background and capabilities of job applicants provide safety and advantage to the company to avoid any risks that the company may suffer later on. In addition, necessary background check proves to be effective to combat the lies that the job applicants may incur. The people working under the human resource department must be keen to any lies that the job applicants may commit. Human resource personnel may test the claims of the applicants using various techniques other than reading the resume. They may ask for references that may support the claims of the applicants in the form of letters signed by credible sources (Noe et al., 2009). Credible people who may support the credentials of the job applicants may hold significant position in the former school where the applicants studied or an organizational officer from an affiliation of the applicants and even an award-giving body that recognized certain exemplary achievement of the job applicants. Another way of looking for the support for the claims is through the analysis of his past works or work samples (Noe et al., 2009). Work samples can show the actual results of the application of the abilities and skills of the job applicants that may serve as reference point for the employer to decide whether to hire them or not. Another way of getting to know the job applicants is through the interview process wherein they can be

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asked with various questions personally to know more about him (Noe et al., 2009). In addition, their claims in the resume will be put into test whether it is consistent with what they say. Another way is through testing the physical ability to check out any injuries or disabilities (Noe et al., 2009). Next is cognitive ability test wherein the thinking skills of the applicants are measured (Noe et al., 2009). Last is the honesty and drug test to ensure that the applicants would not do any immoral things (Noe et al., 2009).

After passing the resume, job applicants will be scheduled for interview that will check them further if they will be suitable to be hired by the company.

The interview starts with the employer establishing rapport with the interviewee. Afterwards, general questions are provided by the interviewer to the job applicants that the latter must answer. Then, the interview goes on to more detailed questions with specific queries such as the strengths and the qualities that the job applicants have to fulfill the responsibilities for the vacant position they are about to fill. The interview will end with a summary. If the employers think that the applicants are lying, they may do some background check like asking some information regarding the performance or recommendation of past employers or schools (HRM 530 Notes, n. d., p. 3).

Other than the traditional way of screening the applicants, employers may perform a background check on the past performance of the job applicants and also conduct some practical and written tests. Those will assure that the company will hire the applicants with sufficient abilities to take care of the responsibilities assigned to the vacant job positions.

After all, job application screening must have adequate guidelines and steps that must be fulfilled to ensure the quality of the people to be recruited for <https://assignbuster.com/human-resources-case-one-exercising-strategy-never-having-to-say-you-never-know/>

the vacant positions. Once they are not thoroughly checked, the operations of the company may be jeopardized.

References

Noe, R., Hollenbeck, J., Gerhart, B. and Wright, P. (2009). Human resource management. USA: McGraw-Hill.

HRM 530. (n. d.). Human resource management lecture notes.