

HOTEL MANAGEMENT

MANAGING HUMAN RESOURCES

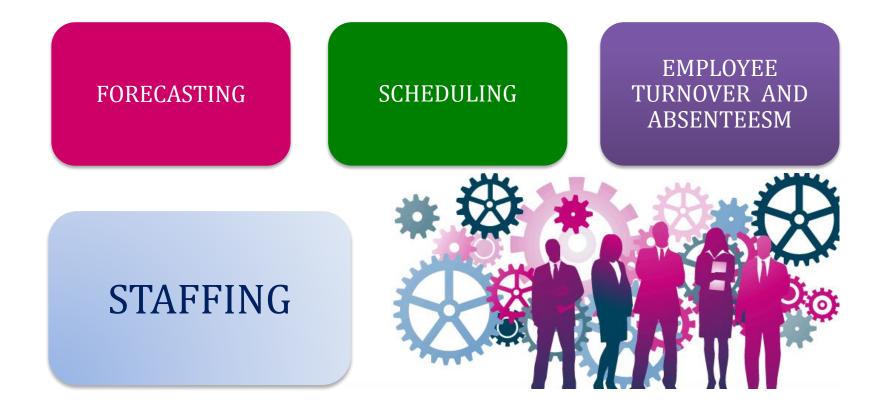
HR DEPARTMENT – BASIC FUNCTIONS



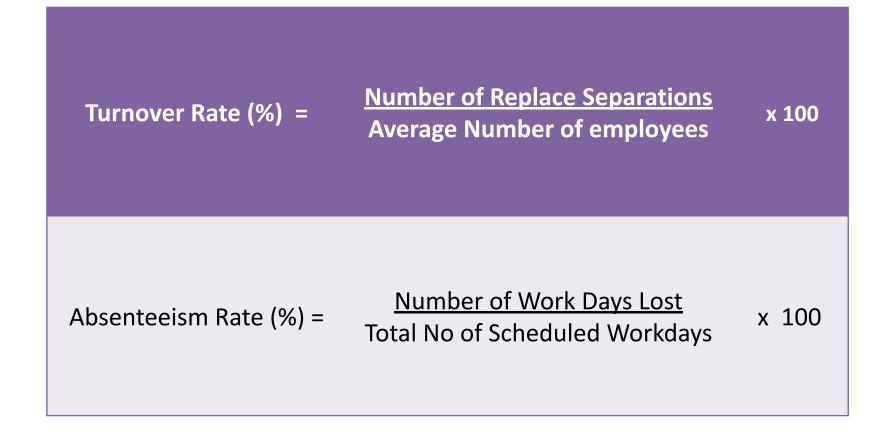
MANAGING HUMAN RESOURCES EMPLOYMENT



MANAGING HUMAN RESOURCES EMPLOYMENT | STAFFING How Many Employees?



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MANAGING HUMAN RESOURCES EMPLOYMENT | RECRUITING - SOURCES

INTERNAL

POSTING JOB OPENINGS

KEEPING A CALL-BACK LIST

EMPLOYEE REFFERAL PROGRAMS

CROSS-TRAINING PROGRAMS

SUCCESSION PLANNING

EXTERNAL

CMPLOYMENT AGENCIES

ADVERTISING

HOTEL WEB, SOCIAL MEDIA

HOTEL HIRING HALL

COLLEGES, UNIVERSITIES

OB CENTERS

NETWORKING

MANAGING HUMAN RESOURCES EMPLOYMENT | SELECTING What Kind of Employees?

REVIEW OF APPLICATIONS

SCREENING & INTERVIEWING

VERIFICATION OF REFERENCES

EMPLOYMENT INTERVIEW



MANAGING HUMAN RESOURCES EMPLOYMENT | HIRING





MANAGING HUMAN RESOURCES EMPLOYMENT | HIRING | ORIENTING





MANAGING HUMAN RESOURCES TRAINING



MANAGING HUMAN RESOURCES MOTIVATING





