

PEOPLE AND ORGANIZATION

1. EMPLOYMENT
2. HUMAN RESOURCES:THE PEOPLE
3. RECRUITMENT PROCEDURE

EMPLOYMENT

1. BUSINESSPEOPLE.
2. DIFFERENCE BETWEEN TO BE SELF-EMPLOYED AND TO WORK FREELANCE.
3. WHAT IS AN ENTREPRENEUR ?
4. PERMANENT AND TEMPORARY JOBS.



EMPLOYMENT

HUMAN RESOURCES



EMPLOYMENT

HUMAN RESOURCES DEPARTMENT



HUMAN RESOURCES: THE PEOPLE

1. WHAT DOES HUMAN RESOURCES MEAN ?
2. WHAT IS AN EMPLOYER ?
3. MANAGER AND AN EXECUTIVE.



HUMAN RESOURCES: THE PEOPLE

PEOPLE WORKING FOR A COMPANY ARE REFERRED TO AS ITS WORKFORCE, EMPLOYEES, STAFF OR PERSONNEL AND ARE ON ITS PAYROLL



Emp No.	Hours	Amount
13	23	\$20,289
14	21	\$18,555
15	65	\$56,703
16	51	\$44,565
17	654	\$567,366
18	65	\$56,703
19		
20		



HUMAN RESOURCES: THE PEOPLE

WHITE-COLLAR AND BLUE-COLLAR WORKERS



RECRUITMENT PROCEDURE

WHAT IS RECRUITMENT ?



RECRUITMENT PROCEDURE

WHAT DOES COMPANY DO WHEN IT NEEDS TO RECRUIT OR EMPLOY NEW STAFF
?



RECRUITMENT PROCEDURE

YOU ARE A JOBSEEKER !



RECRUITMENT PROCEDURE

STEPS OF APPLYING FOR A JOB:

1. TO GET AN APPLICATION FORM AND A JOB DESCRIPTION.
2. TO COMPLETE THE FORM AND RETURN IT WITH YOUR CV OR AME
3. YOU SHOULD ALSO SEND A COVERING LETTER.
4. CONGRATULATION YOU ARE AN APPLICANT.





THE END!

Thanks for your
attention.

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