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| Course Code MBA-743 | Course Title Employee Resourcing | ECTS Credits 7.5 |
| Department School of Business | Semester Fall, Spring, Summer | Prerequisites MBA-609 |
| Type of Course Elective | Field Human Resources | Language of Instruction English |
| Level of Course 2 nd Cycle | Year of Study 2 nd | Lecturer(s) Dr Panayiotis Constanti |
| Mode of Delivery face-to-face | Work Placement N/A | Co-requisites None |

Objectives of the Course:

The main objectives of the course are to:

- Provide an in-depth analysis of the methods used in staffing and selection processes.
- Investigate the processes of designing, administering, revising, and evaluating selection programs that comply with government regulation as well as add value to the organization.

Learning Outcomes:

After completion of the course students should be able to:

1. **Evaluate** the sources available to organizations for recruitment in order to assess the most effective ones.
2. **Develop** recruitment strategies to reduce staff turnover and thus reduce costs.
3. **Develop** and utilize strategies to achieve work-life balance, and thereby improve performance in the workplace.
4. **Develop** equal opportunities strategies in recruitment and selection so as to make best use of the diverse talent pool available.
5. **Ensure** that resource strategies match overall organizational strategies.
6. **Evaluate** the tools which are used during the recruitment and selection process

Course Content:

1. **Systematic recruitment and selection:** investigate the means for effective recruitment and selection to be in line with business strategy
2. **Job analysis:** this has to precede every HR function if that function is to be effective
3. **Selection and assessment methods:** choosing the most effective methods to enhance selection and assessment of candidates

4. **Validating the decision:** ensuring the decision has been made based on objective criteria so as avoid unnecessary legal or other complications
5. **Giving feedback to the candidates:** both successful and unsuccessful candidates need to be given feedback quickly and effectively; this is of benefit to all stakeholders

Learning Activities and Teaching Methods:

Instructor presentations; video clips; case studies and discussions.

Assessment Methods:

Test; exam; assignment.

Required Textbooks/Reading:

| Authors | Title | Publisher | Year | ISBN |
|-----------|-------------------|-----------|------|------------|
| Taylor, S | People Resourcing | CIPD | 2005 | 184398198X |

Recommended Textbooks/Reading:

| Authors | Title | Publisher | Year | ISBN |
|------------|-------------------------|-----------|------|------------|
| Roberts, G | Recruitment & Selection | CIPD | 2005 | 085292707X |