

# Business Administration

Course Number:	<b>BUAD 246</b>
Course Title:	<b>RECRUITMENT AND SELECTION</b>
Credits:	3
Calendar Description:	This course provides an in-depth study of recruitment and selection. Topics include legislation, screening devices, assessment techniques, and interviewing. <i>(also offered by Distance Education)</i>
Semester and Year:	<b>Fall 2016</b>
Prerequisite(s):	BUAD 269
Corequisite(s):	No
Prerequisite to:	No
Final Exam:	Yes
Hours per week:	3
Graduation Requirement:	BBA, Human Resources Management Specialty    Required Diploma, Human Resources Management Option

**Professors**

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**Learning Outcomes**

Upon completion of this course students will be able to

examine how recruitment and selection contributes to effective HR management and organizational performance.

identify an candidates.

implement processes for attracting qualified candidates.

analyze position requirements to establish selection criteria.

differentiate between employee screening and employee selection.

critique different assessment tools.

evaluate recruitment, screening, selection, and orientation processes and outcomes at the organizational level.

**Course Objectives**

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## **SKILLS ACROSS THE BUSINESS CURRICULUM**

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The Okanagan School of Business promotes core skills across the curriculum. These skills include reading, written and oral communications, computers, small business, and academic standards of ethics, honesty and integrity.

## **STUDENT CONDUCT AND ACADEMIC HONESTY**

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**What is the Disruption of Instructional Activities?**