PERSONNEL PLANNING AND RECRUITING
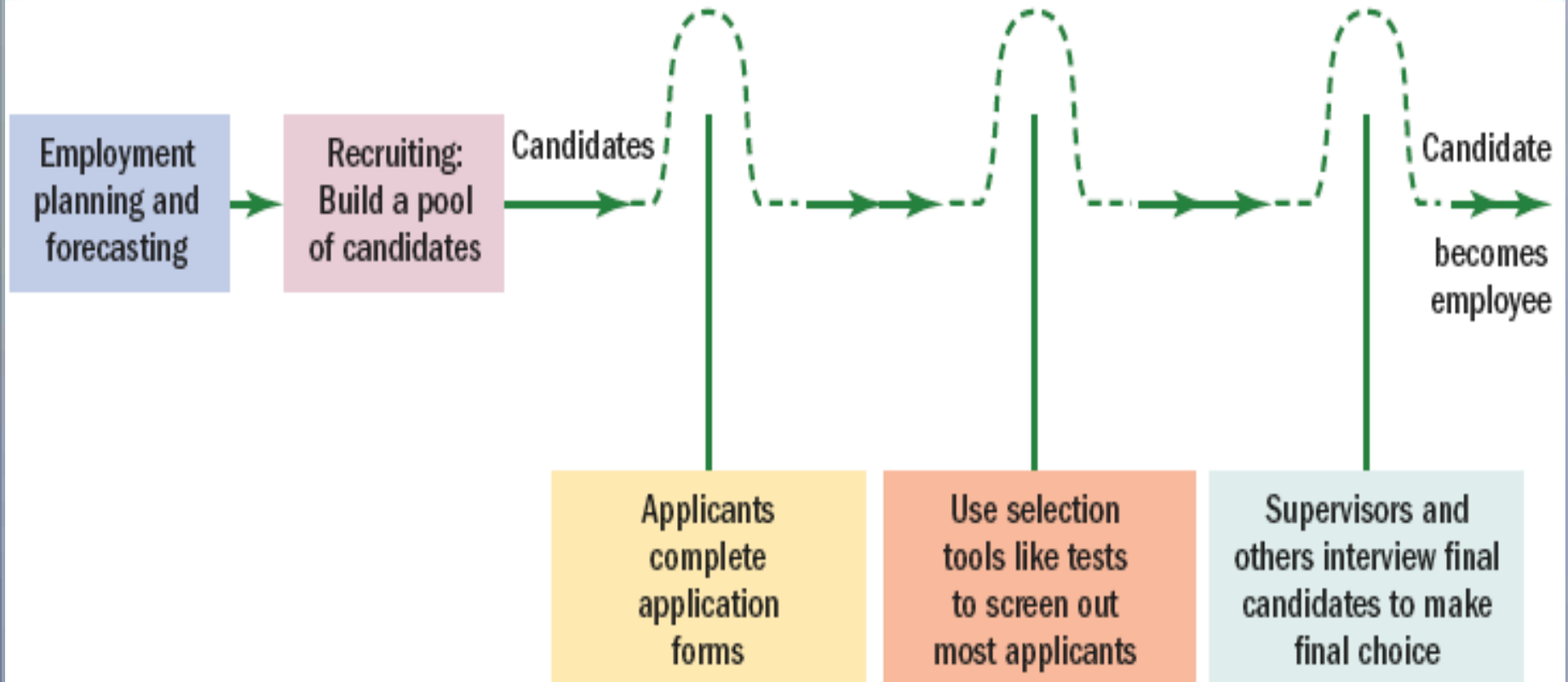
Kelompok 6 :

1. Arif Agus Setiawan
2. Rizki Basith
3. Messy Nurjannah
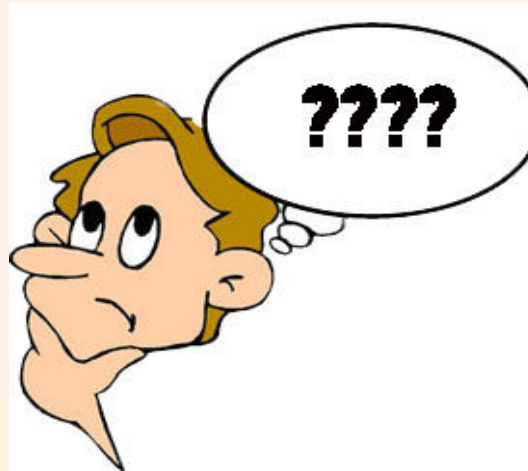
Steps in Recruitment and Selection Process
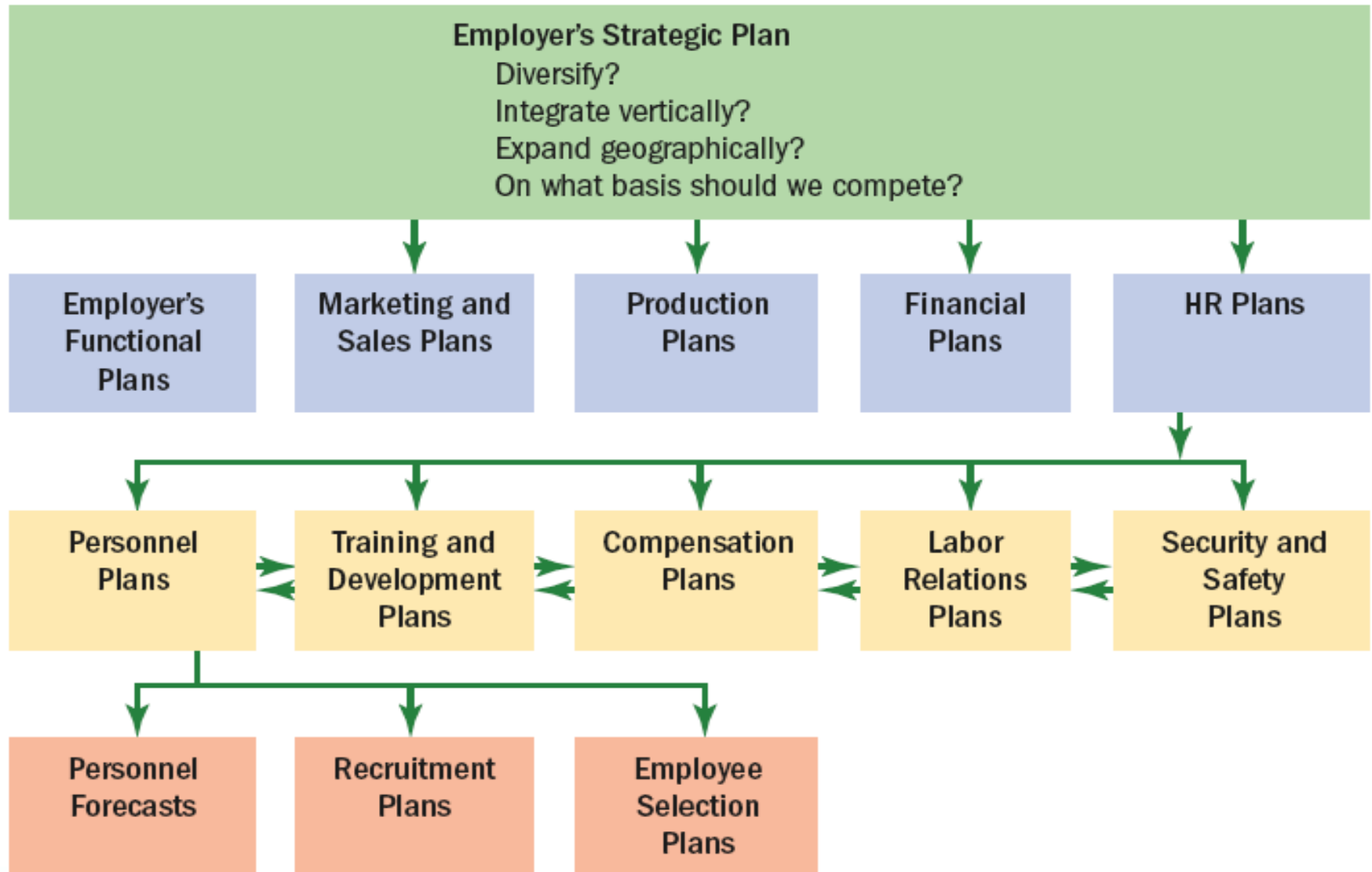
Workforce Planning & Forecasting

Apa itu workforce?

Strategy and workforce planning

Employer's Strategic Plan
Diversify?
Integrate vertically?
Expand geographically?
On what basis should we compete?

Employer's Functional Plans	Marketing and Sales Plans	Production Plans	Financial Plans	HR Plans

Personnel Plans	Training and Development Plans	Compensation Plans	Labor Relations Plans	Security and Safety Plans

Personnel Forecasts	Recruitment Plans	Employee Selection Plans

Forecasting Tools

Trend analysis

Ratio analysis

Scatter plot

Markov analysis

Scatter plot

Size of Hospital (Number of Beds)	Number of Registered Nurses
200	240
300	260
400	470
500	500
600	620
700	660
800	820
900	860
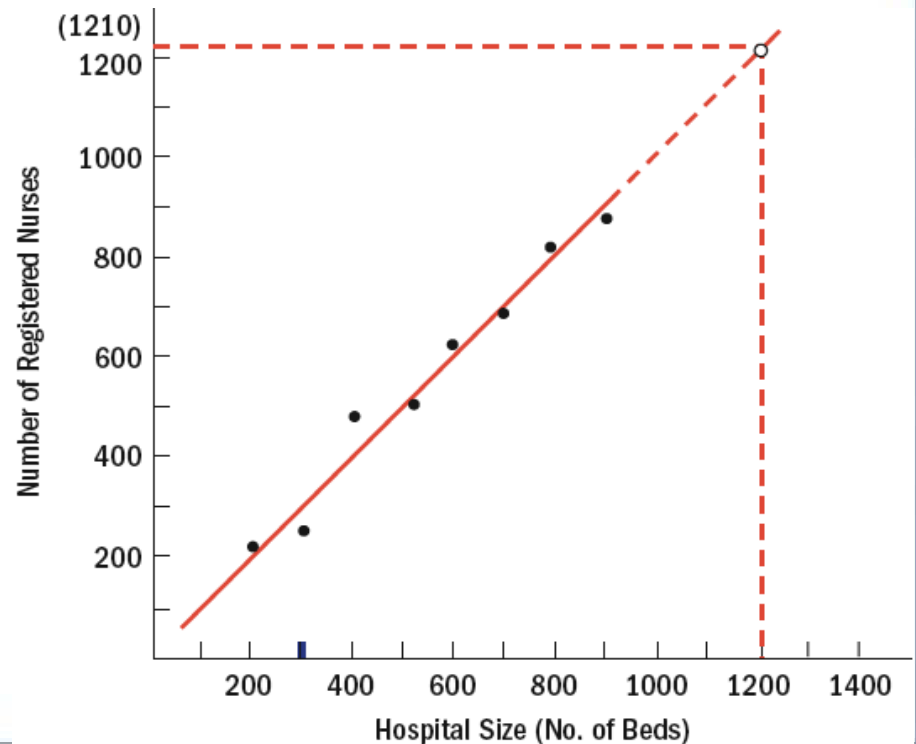
Improving productivity through HRIS (Human Resourch information system)

- Computerized Personnel Forecasting
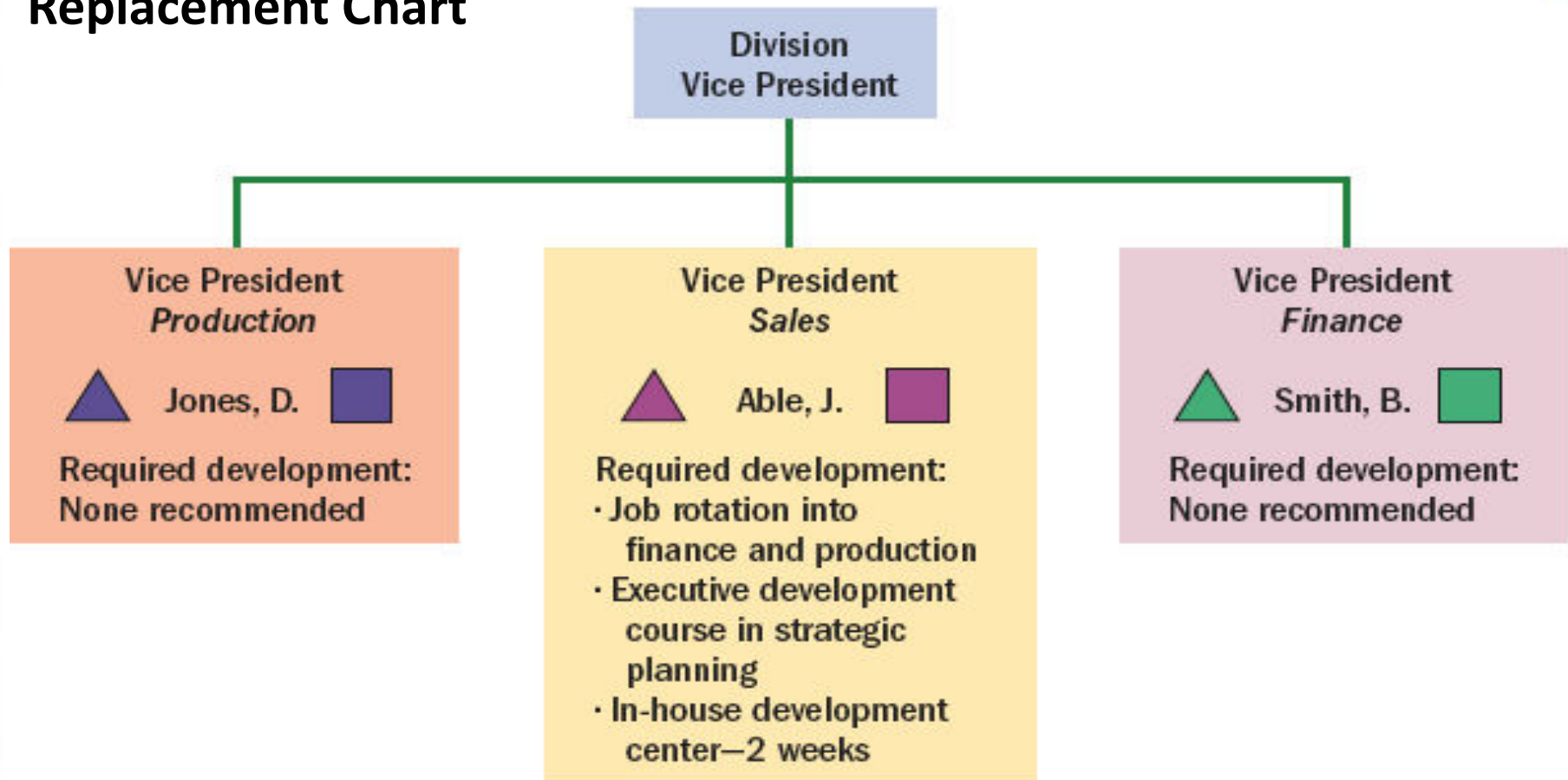
Mengolah data laporan (Produksi, Supply, Demand)

Forecasting to supply of Inside Candidates

Manual systems and Replacement charts

Personnel Replacement Chart

Position Replacement Card

Replacement Chart

Computerized Skill Inventories

SurveyAnalystic's Skills Inventory System
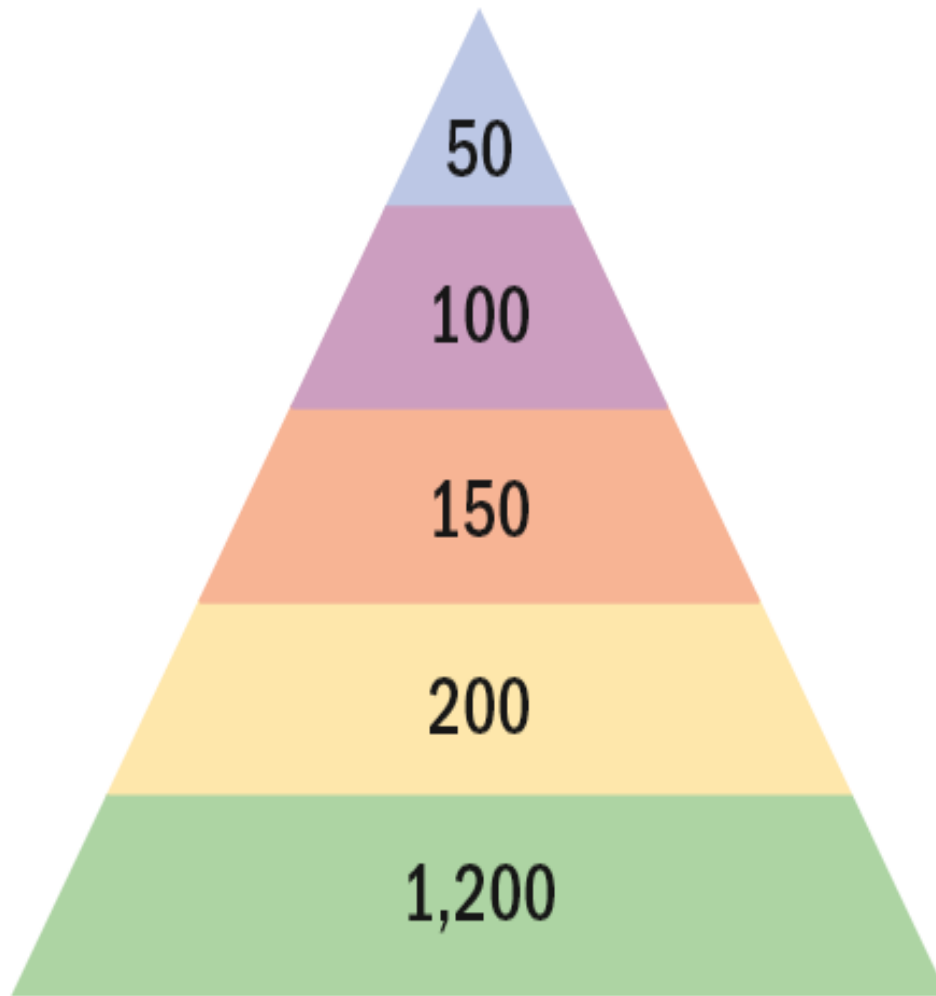
Keeping The Information Private

Forecasting the supply of outside candidates

Talent Management and Predictive workforce monitoring

Developing an action plan to match project labor supply and labor demand

The Recruiting Yield Pyramid

50	New hires
100	Offers made (2 : 1)
150	Candidates interviewed (3 : 2)
200	Candidates invited (4 : 3)
1,200	Leads generated (6 : 1)

The need for effective recruiting

- Why Recruiting is Important

- What makes recruiting a challenge?

- Organizing how you recruit

Supervisor Role

Internal Sources of Candidates

1. Using Internal Sources

2. Finding Internal Sources

3. Rehiring

4. Succession Planning

```
Identify Key Needs  →  Develop Inside Candidates  →  Asses and Choose
```
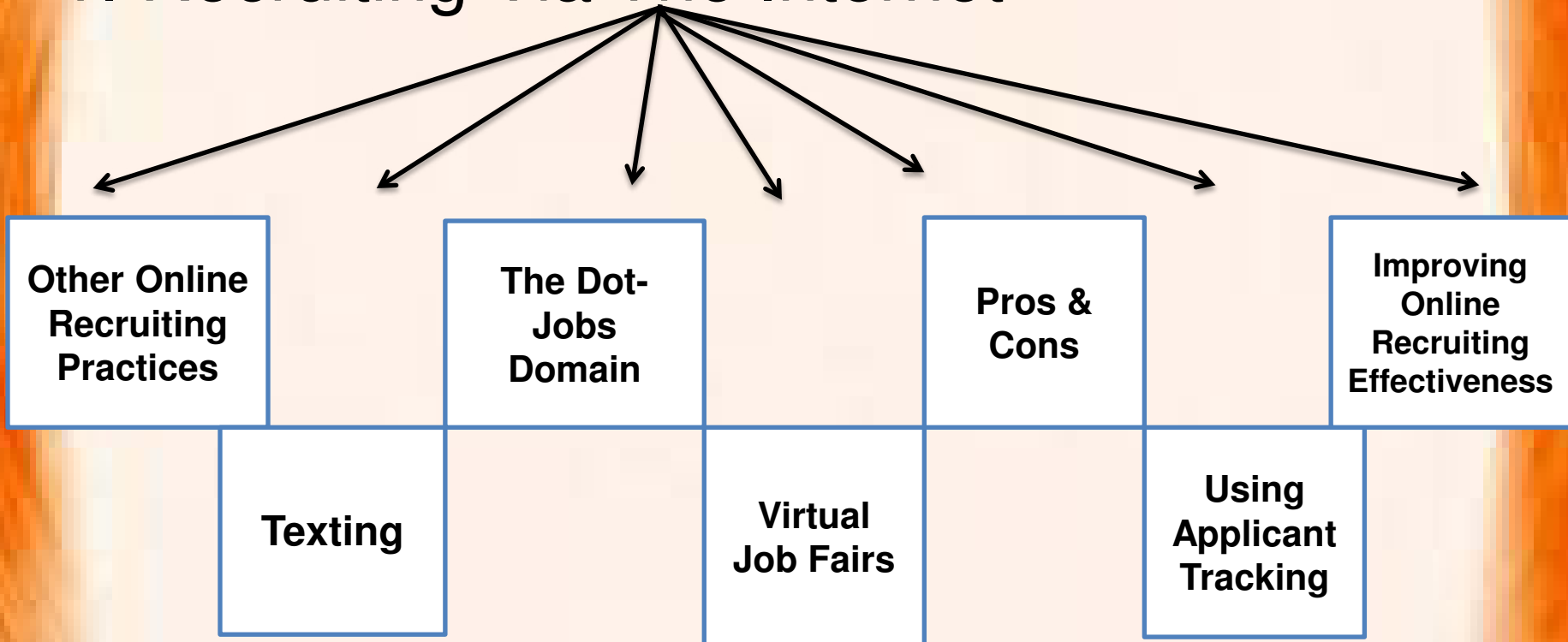
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5. Improving Productivity Through HRIS

- Succession planning and talent planning systems

Outside Sources of Candidates

1. Recruiting Via The Internet

Other Online Recruiting Practices	**The Dot-Jobs Domain**	**Pros & Cons**	**Improving Online Recruiting Effectiveness**
Texting	**Virtual Job Fairs**	**Using Applicant Tracking**	

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2. Advertising
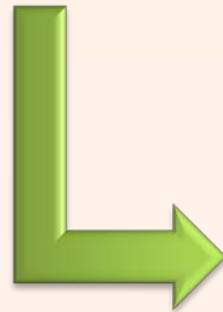
The Media

Constructing (Writing) The AD

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3. Employment Agencies

Public and Nonprofit Agencies

Private Agencies

4. Temp Agencies and Alternative Staffing

Pros and Cons

Alternative Staffing

5. Offshoring and Outsorcing Jobs

6. Executive Recruites

7. On-Demand Recruiting Service

8. College Recruiting

→ On-Campus Recruiting Goals

→ The On-Site Visit

→ Internships

9. Referrals and Walks-Ins

Pros and Cons

Walk-Ins

10. Tellecommuters

11. Military

12. Personnel

13. Recruiting Source Use and Effectiveness

Recruiting a More Diverse Workforce

Single Parents

Older Workers

Wellfare to Work

Recruiting Minorities

Understand

Plan

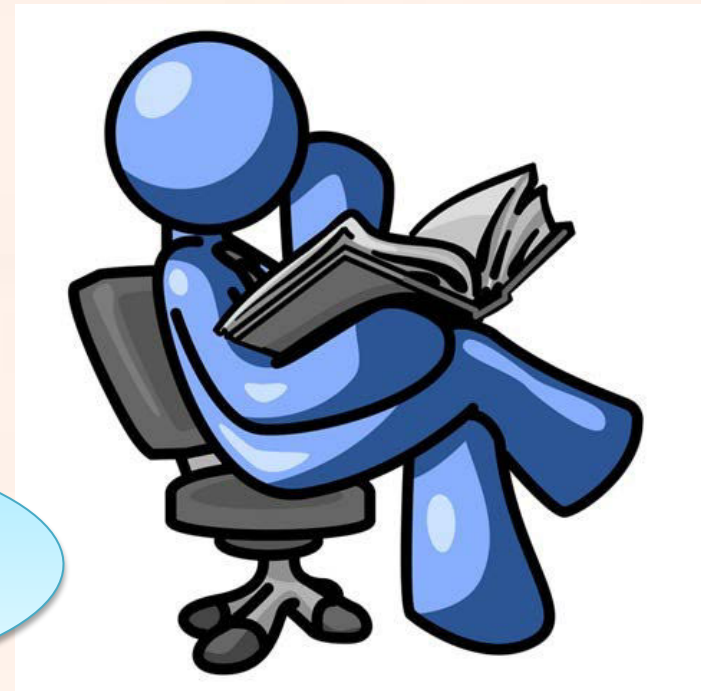Implement
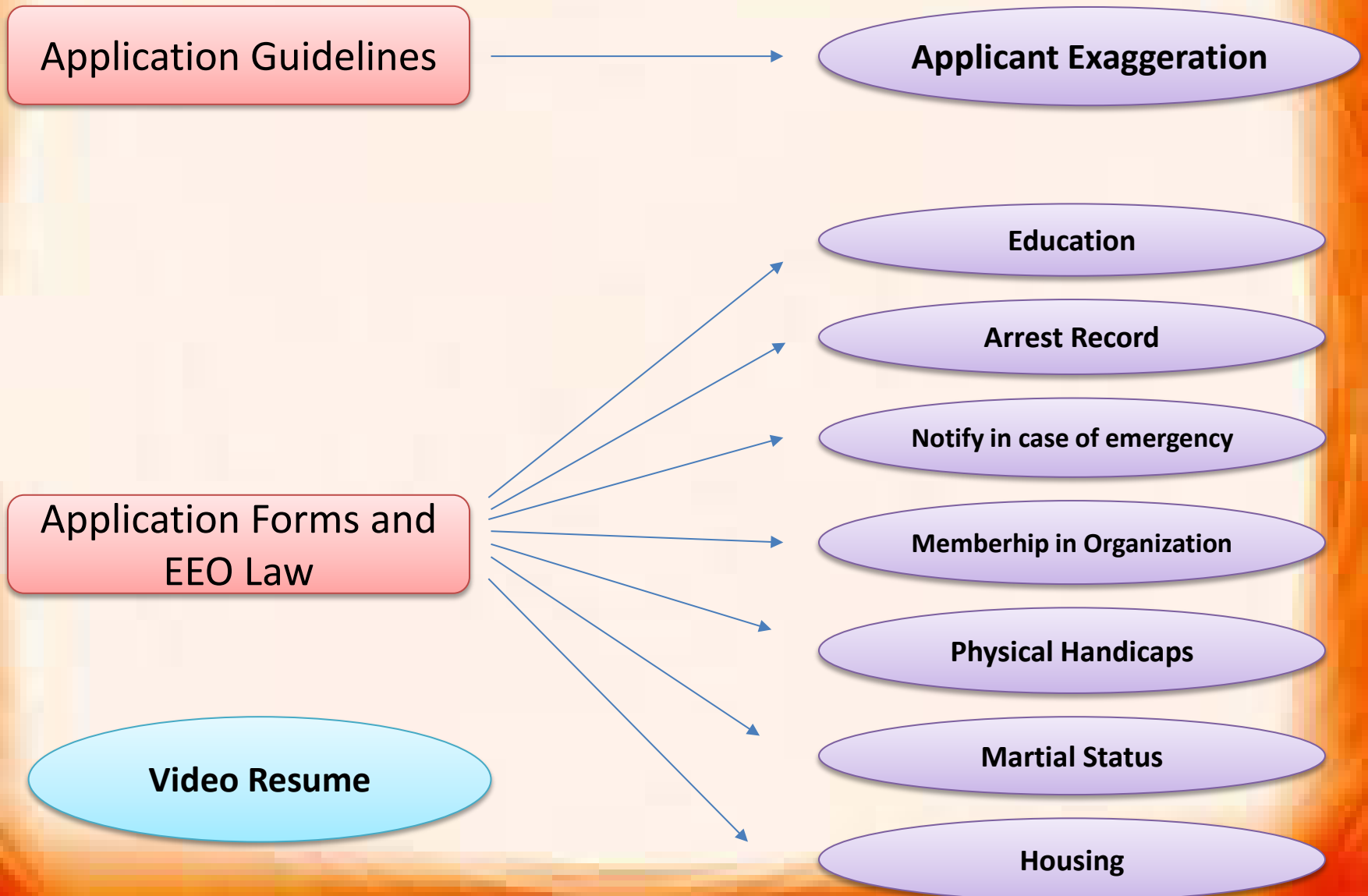
The Disabled

Hapuskan Perbedaan

dengan kebebasan BERKARYA

follow @animasiDPBBM

Developing and Using Aplication Forms

Purpose Application Forms

Check your
book pages 191

Using Application Forms to Predict Job Perfomance

Mandatory Arbitration

Thanks For Attention