**Business Leadership – Chapter 8 – In Class Assignment**

***Organizing and Human Resource Management***

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| **Learning Goal: O** |
| /28 |

***Read each of the following questions carefully and provide a response that is accurate and complete. You may use point form where ever you feel it will help to organize and communicate your final answer effectively.***

1. Explain a situation where needing to know whether or not someone had a criminal record would be relevant to being hired for the job. (2 marks)
2. Distinguish between the following terms: (2 marks each, 4 marks)
   1. Internal and external recruitment.
   2. Job description and job specification.
3. Jessica has worked for Chapters as a store manager for five years.
   1. Explain why the company would provide a training program for Jessica at this point in her career. (2 marks)
   2. Identify and explain two types of training that Jessica could receive. (2 marks)
4. You are 18 years old and have just started your first job as a waitress at Buffalo Wild Wings. You work part time during the school year and full time during the summer. After being hired your employer calls you into a meeting to discuss the types of compensation that would benefit you as a new, young employee. Identify and explain three types of compensation that you would negotiate for yourself.

(3 marks)

1. Why are some managers unwilling to delegate tasks to their employees? (3 marks)
2. Why do you think retirement may be a difficult time for some individuals to cope with in the initial stages? (2 marks)
3. Identify and explain two current legal issues in Human Resources Management. (4 marks)
4. Explain why it is important for employment tests to be reliable and valid. (2 marks)
5. Unions are very common in Windsor and many employees rely on them to protect their best interests in the work place. Identify and explain one benefit and one downfall of having labour unions. (4 marks)