**Stages in the Recruitment Process**

1.

Why might a **GROWING** business need to RECRUIT staff?

2.

What **TWO** documents will be created once stage 1 has been completed?

3.

What **TWO** methods of Recruitment could a GROWING business use?

Advantage/Disadvantage of Method 1

What is the next stage of the process once applications have been received?

Advantage/Disadvantage of Method 2

4.

**What is a Job Description? What is a Person Specification?**

**French Teacher at Shenfield High School**

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| --- | --- |
| **Job Description** | **Person Specification** |
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