

Errata

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Title: BSBHRM506 Manage recruitment, selection and induction processes, Trainer's and assessor's guide

Affected edition: Version 1.1 July 2015 (Changes are incorporated into Version 1.2 January 2016)

Page number: 88, 89

Attachments
NEW p. 88–89: BSBHRM506 Manage recruitment, selection and induction processes, Trainer's and assessor's guide

Please use the attached page to replace erroneous page in the above resource.

Aspire Learning Resources

Solution 18

Answer should include the following:

Cooperative learning is the methodology of choice for foundational knowledge (i.e., traditional knowledge) while collaborative learning is connected to the social constructionist's view that knowledge is a social construct. They are integrated in the decision making process due to the fact that not only does a candidate need to have the knowledge and competence for the job they are about to undertake, but they also need to social confidence to be able to fit into a group working environment and team orientated structure.

Assessor comments:

Solution 19

Answer should include the following:

All stakeholders, including managers and the successful and unsuccessful job applicants, need to be aware of outcomes and issues regarding the recruitment process.

It is common courtesy and good business practice to inform job applicants of outcomes and issues in a timely manner so they can make informed decisions effectively and efficiently.

Reasons for non-selection should be comprehensive and relate to the selection criteria.

Accurate, justifiable and relevant evidence to support the selection decision must be presented in case an applicant challenges the decision.

Applicants may request information about the selection decision to improve their future employment opportunities.

Assessor comments:

Solution 20

Answer should include the following:

It is a legislative requirement that new employees are advised of their obligations before they commence work. This is to ensure:

- the new employee fully understands their legal and ethical obligations entailed in their job position
- the new employee understands the organisation's strategic policies and objectives

- sufficient time is given to the induction
- the person who provides the induction has the necessary skills, knowledge and training to train the new staff member
- information is comprehensive and understood by the new staff member
- the induction process is clearly planned and documented
- induction evolves with the organisation through review and amendment.

Assessor comments: