



Principles of Public Personnel Administration

By Arthur Procter

Theclassics.us, United States, 2013. Paperback. Book Condition: New. 246 x 189 mm. Language: English . Brand New Book ***** Print on Demand *****.This historic book may have numerous typos and missing text. Purchasers can usually download a free scanned copy of the original book (without typos) from the publisher. Not indexed. Not illustrated. 1921 edition.

Excerpt: . CHAPTER VI RECRUITING AND SELECTION
Examination as the Basis of Selection. Hiring the worker is the first step in actual employment control. It is, indeed, only a first step, which must be followed up by equally important acts of control and leadership. Hiring does, however, furnish the raw material of all subsequent employment processes, and is, therefore, of basic importance. In the field of private enterprise the selection of employees is generally carried on by more or less haphazard methods. Employees are hired on the basis of a personal interview, sometimes supplemented by an investigation of references. In the more progressive establishments, where well developed employment departments exist, refinements in methods of interviewing and formal methods of testing the fitness of applicants are beginning to be introduced. In civil service employment, on the other hand, the selection of employees has been based, for...



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