

## HRES1126 - Talent Acquisition

Credits:	3 (3/0/0)
Description:	This course covers the basic knowledge of the factors to be considered and the strategies used in the employment process.
Prerequisites:	
Corequisites:	
Pre/Corequisites*:	
Competencies:	<ol style="list-style-type: none"> <li>1. Compare the formal workforce planning models.</li> <li>2. Identify the different strategies for talent acquisition.</li> <li>3. Apply knowledge of employment law to the talent acquisition process.</li> <li>4. Apply the job analysis and create the job description to determine job requirements.</li> <li>5. Identify disparate treatment and adverse impact in relation to employee recruitment.</li> <li>6. Create an effective employment job posting for various media.</li> <li>7. Compare employee selection methods.</li> <li>8. Demonstrate lawful and effective employee interviewing techniques.</li> <li>9. Analyze job applicant qualifications.</li> <li>10. Review key elements in a successful employment process.</li> <li>11. Prepare correct documentation for the employment process.</li> <li>12. Prepare a job offer and new employee orientation program.</li> <li>13. Explore varied matrix for the success of the employment process.</li> </ol>
MnTC goal areas:	None

\*Can be taking as a Prerequisite or Corequisite.