

ESTHER NWAKWOKE CHIOMA

PROGRAMME PHD OF EDUCATION

COURSE TITLE: Administration and Organizational Skills (AMK 024)

1. Intellectual Capital Management workforce.

Homework Title: Think of any industry or company (Organization), you are familiar with. Develop 5 well thought-out interview questions that managers can use to screen for new recruit.

(AIU)

MAY 2022

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Introduction:

Recruitment interview is the aspect of an organisational structured conversation which provides applicants with information about the work being sort for.

One asks questions and the other one answers in a one -on-one manner of conversation – and is normally oral. The main reason for recruitment interview is that the applicant is seeking for a job, and the interviewer want to know the advantages of the applicant in terms of basic knowledge skills abilities and health for the job.

Recruitment interview for teachers in a secondary school

Organization:-

I was part of the panel engaged to give recruitment interview's created by retired teachers, because I was a school administrator. I have an insight of what qualities of teachers should be selected.

The interviews could be among the following categories.

- Closed – ended interview questions. It needs easy and informal answers.
- Open – ended interview questions that needs comprehensive responses
- Hypothetical interview questions – that needs examples and proofs questions that needs answers including outside the subject matter to illustrate.

Here are some of the question used and why such questions were asked.

Question 1A:- May I know whom you are?

This types of question is a very mannered method of opening up the interview questions.

This question expects an answer that describes the personality of the applicant where he/she is coming from and at what stage he/she is in aspiring to be a worker.

From this question the hiring officer will immediately know if the applicant is among those suppose to be interviewed .

Questions IB:- You have a choice to choose other professions but you did not go for them, you choose the teaching career, why?

This question was asked, to know how enthusiastic the applicant is about teaching and how committed he/she will be if eventually he /she gets the job.

Question 2:- Do you know of any technology approach to facilitate your teaching?

This question was asked to find out if the applicant can use interactive class room technology like smart board, like computer or tablet or any smart tool for communication among the student in the class.

Question 3:- How do you incorporate parents and guardians into your work as a teacher. This question is asked to know how the applicant will make it easy for parents and guardians to be part of the success of the students in the school. Because parents and gardance play a very important role in assisting to educate the students both at home and in the school. Teachers have to communicate with parents regularly about the warfare of the child on the school so a good answer will emphasize a parents role and will explain how the teacher will plan to incorporate with the parents and the guardian in handling her students.

Question 4:- Do you have a teaching philosophy, I will liketo have an idea of it.

This question is asked so as to know about his or her teaching methods and philosophy that is what her established ways of teaching are, she must have to express her confidence in her best way of teaching. This will help to know whether her methods of teaching are good for the school and for her subject.

Question 5:- If you have cases of bullying in your class how will you go about it:

This question was asked because the case of school children bullying each other is very frequent, this is to find out if he/her will be able to handle bullying in his/her own class or will he/she be overwhelmed he/she has to elicit proper steps that he/she will use to check incessant bullying of students.

Positive answer from his / her will raise the hope of incessant bullying and antagonist among the student.

Important of the responses:-

The answers given to these recruitment questions should highlight background, mobility, skills professional experience that are necessary for the job the seeker is applying for.

Attention should always be paid on mastered skills to be able to perform.

The interviewer will be highly interested in communication, organisation critical thinking, full usage of previous experiences.

The officer that is going the interview will like to know how the applicant use to do a particular activity such as “tell me about a time you settled students quarrel or disagreement” the applicant is regarded to make use of this previous experience settling quarrels and differences among students.

Conclusion:

Recruitment interviewing is an important step in the job search process. For teachers interviewers are very particular because the position being sought for is very critical

The hiring officers like to ask question concerning their institution and community, so the new recruit are likely to get inspiration and direction favourable to the job. They should be clear in their answers and should be often and friendly.

There is always a time given to the applicant to ask some questions too. These questions asked by the applicant helps to put the management of the organisation on their tool – because they also have to give satisfactory answers.

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