

National Institute of Open Schooling
Senior Secondary Course- Tourism
Lesson 16: **Human Resource Management - I**

Worksheet-16

Q.1- What problems do you think the recruiters and selectors face in the process of hiring candidates in the tourism industry. What should be the prerequisites that a company should pay attention to ensure an effective workforce in the industry? Explain.

Q.2- Make a visit to a recreational center in your area and enquire the manager about the process of selection of candidates. Based on your discussion, describe the various steps of selection that the organization follows.

Q.3-Tourism industry has emerged as a tool for economic development and foreign exchange earnings apart from playing an active role in employment generation. However, the enormous growth of this sector has led to fierce and exhaustive competition and demand for improvement in the skills, performance and training of its manpower. The basic challenge, therefore, is to ensure the availability of the right kind of people at the right time and place which is termed as human resource planning. Briefly describe the processes involved in human resource planning to meet these challenges.

Q.4- The selection process involves choosing the best suitable candidate and rejection of unsuitable or less suitable ones. Mention the step in the selection process.

Q.5- Explain the functions of Human Resource Management.