Complete the table below, highlighting the advantages and disadvantages of both internal and external recruitment.

|  |  |
| --- | --- |
| Advantages of internal recruitment | Disadvantages of internal recruitment |
|  |  |
| Advantages of external recruitment | Disadvantages of external recruitment |
|  |  |

The information below appeared on the Post Office website in late summer.

Christmas Casuals – Post Office

A Christmas jumper, festive online shopping, a letter headed to the North Pole. There are all kinds of exciting parcels and letters to look forward to this Christmas. Joining as a Christmas temporary worker at one of our mail centres, you’ll be helping to sort these items for 29 million addresses across the UK.

A mix of full and part time indoor sorting positions on early, late and night shifts will be available from early November through until 23rd December at a number of sites across the UK. To spread festive cheer this season, and make a little extra for yourself too, please search and apply online now.

*Source: https://jobs.royalmailgroup.com/go/Christmas-Casuals/698901/*

Explain why the Post Office might need to employ part-time and full-time casual staff for November and December? (6 marks)

How might a senior manager within the Post Office arrange the recruitment process of the casual staff? (6 marks)

5. How might the process for recruiting Christmas casual staff differ to that of recruiting a shift supervisor for one of the sorting offices? (6 marks)

