

Employment and Recruitment

Background -

Those working in this field spend time searching for potential applicants and work with them to successfully apply to job openings at their organization. Recruitment may entail screening and interviewing potential applicants at job fairs or college campuses. In addition, testing, contacting references and extending offers may be included in the duties of this position, as well.

What is a possible salary for someone in this field? \$59,180*

What classes at GVSU may help me in this career? Discuss with your advisor which courses among those on this list, along with other courses not listed here, would best serve your career goals.

1. **PSY 360** – Social Psychology
2. **PSY 349** – Psychology Applied to Media
3. **PSY 445** – Industrial/Organizational Psychology
4. **COM 202** – Critical Interpretation
5. **COM 301** – Interpersonal Communications

6. Significant background knowledge in business (i.e. minor, major) may be necessary to be successful in this career



What experiences outside of my classes could I explore?

7. Internships in a Human Resource capacity -
 - a. Example – Kellogg’s Human Resource (Summer) Internship Program
8. Join the Society for Human Resources Management (SHRM).
 - a. The purpose of the SHRM is to aid its members in becoming more effective in the field through group projects and activities, publications, engage with guest speakers, and employment assistance.

What skills are applicable for someone in this field? Having excellent listening, speaking and written communication skills are important. The ability to get along with others, especially people you have just met is crucial. The goal is to gain the most amount of applications to the job vacancy, so having a professional and kind demeanor with prospective applicants is key. The ability to manage multiple projects at the same time would also be important in this job.

Possible Employers – corporations have Human Resource specialists that specialize in the recruitment of large numbers of employees. Generally, large corporations have the ability to hire specialists in this sector of Human Resources. **Job Titles** – assistant manager (staff recruitment

*Salary for general “human resources specialist” from bls.gov (2016)

and retention), business development manager, talent acquisition assistant, corporate recruiter or campus recruiter for companies

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