

The book contains volumes of detailed information, all provided in clear, flowing writing, easily accessible for anyone wishing to **improve the efficiency** of the employee recruitment and selection processes in their organization, be it large, small or medium sized.

“Wanted” is divided into six parts: the first part describes **the organizational environment of the recruitment and selection array**, and includes chapters about the management’s perception of employee recruitment and screening, the structure and work patterns of the recruitment and screening unit, and an examination of the effectiveness and budgeting of the recruitment and screening activities. Also included in this part of the book are extensive overviews of the **technological systems** that facilitate the management of the recruitment and selection process, as well as of **organizational branding**.

(In this context, Stauber raises a fascinating insight, according to which technology has created a situation, in which the scopes of work in the recruitment and selection field have grown a thousand fold, **and is now offering solutions for handling the overload it had helped create.**)

Part two reviews the **recruitment sources prevalent in Israel today**. As part of the comprehensive perception and original analysis of the world of employee recruitment and selection Stauber presents in his book, he identifies three types of recruitment sources:

The first – **intra-organizational recruitment sources** (internal mobilization, a CV pool or the “refer a friend” system).

The second – **paid extra-organizational recruitment sources** (job listings boards, placement companies, and “head hunters”).

The third – **free extra-organizational recruitment sources** (online social networks, higher education facilities and organizations wishing to promote the employment of various demographic groups).

Each of these sources receives a separate overview, including the history of its development, its advantages and disadvantages and examples of the way it is used by various organizations.

Part three of the book describes **diagnostic and screening tools**, with an emphasis on pre-employment testing and screening agencies, and includes overviews of additional screening tools such as graphology.

Part four focuses on describing **employee recruitment and selection processes as they occur in various organizations**. Here, too, Stauber differentiates between various types of organizations, because the character of an organization and its employees greatly impact the nature, length and quality of the processes.

In this case, Stauber divides the processes into **highly desired expert employee recruitment** (for example, software engineers); **large scope employee recruitment** (for example, at client service call centers) and **medium rank employee recruitment and selection** (for example, service technicians).

The book's last two sections and appendices include a lot of useful reference materials: **a comprehensive guide for conducting selection interviews, an extensive legal overview of placement** with an emphasis on non-discrimination, sample tests for job applicants and **pre-employment screening agency opinions** and more.

The clear and flowing writing in "Wanted" makes it a **valuable tool for both job seekers and those looking to improve their careers**. The book provides the readers with a comprehensive and inclusive picture of the world of employee recruitment and selection. **The peek into the employer's backyard** allows the sophisticated job seeker to wisely economize his steps in this dynamic, ever changing market.

Alongside his 12 books (including "I am The Brand!", "From Teva to Checkpoint", "Outsourcing", "Who's the boss?" and others) **Shuki Stauber**, a consultant and senior lecturer in the administration field, has published hundreds of articles in the professional economics and administration press. Additionally, he has had numerous appearances in the media in interviews concerning his field. His website, www.shukistauber.co.il, contains over 1,200 pages of professional articles, reviews; select chapters from his books and other professional content created by him in the fields of management, employment, labor relations and career.

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