**Manpower Planning, Recruitment and Selection**

**NMIMS Centre for Distance and Online Education (NCDOE)**

**Internal Assignment Applicable for April 2025 Examination**

**1. Establishing a solid manpower planning process ensures steady supply of talented professionals for essential profiles. As a Manpower Planning Strategist, analyse the various steps involved in this process which would help an IT firm hire and place the best talents from the industry. Add relevant examples.**

**Answer:**

**Introduction:**

Manpower planning is a strategic process that ensures an IT firm has the right talent at the right time to meet business goals. In the fast-evolving tech industry, companies must anticipate workforce needs, assess skill gaps, and implement hiring strategies to stay competitive. Effective manpower planning helps in acquiring top industry professionals, optimizing workforce utilization, and reducing hiring costs.

For instance, an IT firm launching AI-driven solutions must forecast the demand for data scientists, software engineers, and cybersecurity experts. By aligning workforce planning with business objectives, companies can streamline recruitment, enhance employee productivity, and maintain a competitive edge. A well-structured manpower planning process minimizes talent shortages and ensures continuous business growth in a dynamic technological landscape.

**This is partially solved sample answer**

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**2. Labour stocktaking helps HR managers work proactively during the hiring season to lineup relevant employees as per the organisational requirements. In this context, evaluate the different benefits of labour stocktaking in a manufacturing firm. Add suitable examples.**

**Answer:**

**Introduction:**

Labour stocktaking is a crucial HR practice that helps manufacturing firms assess their existing workforce, identify skill gaps, and plan recruitment accordingly. It ensures that the right number of skilled workers is available to meet production demands, reducing downtime and enhancing operational efficiency.

For example, an automobile manufacturing company gearing up for a new vehicle launch can analyze its workforce to determine if additional welders, machine operators, or quality inspectors are needed. By proactively evaluating workforce availability, HR managers can implement training programs, upskill existing employees, or recruit new talent in advance. Labour stocktaking not only optimizes workforce utilization but also enhances productivity, cost-effectiveness, and long-term workforce stability, ensuring smooth manufacturing operations without unexpected labour shortages.

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**3. The CEO of Sky-High Aviation is worried about employee attrition. You have been hired as the HR Consultant for the firm. In this context, answer the following:**

**a. Evaluate various qualitative methods for demand forecasting and justify which one do you think is the best. Add examples.**

**Answer:**

**Introduction:**

Employee attrition is a major concern for Sky-High Aviation, as losing skilled employees can disrupt operations and increase recruitment costs. To address this, effective demand forecasting is essential for predicting workforce needs and ensuring talent availability. Qualitative forecasting methods, such as the Delphi technique, managerial judgment, and scenario planning, help HR leaders make informed workforce decisions.

For instance, the Delphi method can gather expert opinions to forecast pilot and engineer requirements, ensuring smooth airline operations. By leveraging qualitative forecasting, Sky-High Aviation can proactively manage attrition, enhance workforce planning, and maintain operational stability in the competitive aviation industry.

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**b. Analyze the different statistical methods under quantitative techniques for manpower forecasting. Justify the best method according to you. Add examples.**

**Answer:**

**Introduction:**

Employee attrition poses a significant challenge for Sky-High Aviation, affecting operational efficiency and increasing hiring costs. To address this, quantitative manpower forecasting techniques help predict workforce demand based on historical data and statistical analysis. Methods such as trend analysis, regression analysis, and Markov models provide data-driven insights into future staffing needs.

For example, regression analysis can help predict pilot shortages by examining past attrition trends and industry growth. By leveraging statistical forecasting, Sky-High Aviation can optimize workforce planning, reduce unexpected talent gaps, and ensure a steady supply of skilled professionals, ultimately improving business continuity and efficiency.

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