

TASK DETAILS	
Modul	<b>SELECTION OF CHIEFS &amp; COMPANY EMPLOYEES</b>
Type	INDIVIDUAL
Activity Stage	ORGANIZATIONAL STRUCTURE
Department	ALL DEPARTMENT
Duration	2x SESSION, 4 LESSON HOUR

LEARNING OBJECTIVE	OUTPUT
<ul style="list-style-type: none"> <li>Students understand the roles, responsibilities, and selection process for Chief and employee positions.</li> <li>Students are able to assess leadership competencies, problem-solving skills, and candidate suitability for the position offered</li> </ul>	Chief and employee members for each department

## INTRODUCTION

For a company to operate effectively, it requires a competent management line that fits the company's needs. Therefore, the selection of Chiefs and staff in each department is a crucial step to ensure efficient and effective business operations. In this session, students who have prepared ATS-friendly resumes will participate in a selection process to fill Chief and staff positions through methods designed to be effective and efficient within the classroom time frame.

No	ACTIVITY
1	<b>Selection Chief of Human Resources (HR)</b> <ol style="list-style-type: none"> <li>Each Chief of HR candidate is presented with a case study related to HR situations, such as resolving team conflicts or developing recruitment strategies. (Candidate determination may be discussed beforehand by the CEO and facilitator if no student volunteers.)</li> <li>Candidates have 5 minutes to prepare their responses before presenting their solutions during an interview session with the CEO and facilitator.</li> <li>The CEO and facilitator then discuss the results to decide on the selected CHIEF of HR.</li> </ol>
2	<b>Selection of VPs for Other Departments</b> <ol style="list-style-type: none"> <li>Candidates for each department are interviewed in small groups (3–4 students per session) by the CEO, VP of HR, and facilitator. (Candidate determination may also be discussed beforehand by the CEO and VP of HR.)</li> <li>Each candidate is asked questions about their understanding of the duties and responsibilities of the department they are applying for, as well as their problem-solving skills.</li> <li>After all sessions are complete, the CEO, VP of HR, and facilitator discuss to decide on the VPs for each department.</li> </ol>



3	<p><b>Interviewing Staff Candidates for Each Department</b></p> <ol style="list-style-type: none"> <li>1. Staff candidates for each department are interviewed in small groups (3–4 students per session) by the relevant department VP and the VP of HR.</li> <li>2. Each candidate is asked general questions and department-specific questions related to their future roles.</li> <li>3. After all sessions are complete, the department VPs and the CEO discuss to finalize staff placement for each position, based on interview performance and resumes.</li> </ol>
3	<p><b>Finalizing the Organizational Structure with VPs and Staff</b></p> <ol style="list-style-type: none"> <li>1. Once the entire selection process is completed, the HR Department creates the organizational structure based on the selected VPs and staff members.</li> <li>2. Creatively design the organizational structure template using tools such as Canva, Microsoft Word, or poster paper.</li> <li>3. Announce the final organizational structure to all students and display it on the classroom wall to facilitate clear communication across departments.</li> </ol>

## REFERENCE

1. Interview Question Example - [LINK](#)

## TASK TEMPLATE