### Directions:

### Given the general process of the use of measures in staffing, write an example (in the blank spaces provided), of how to measure the attributes of a job for an Information Technology Analyst.

Use the five steps shown below to help you measure the attributes and hire an Info Technology Analyst:

Step 1: Choose and define an attribute to be measured.

Step 2: Develop a measure for the attribute so that it can be physically measured.

Step 3: Attribute is physically measured, numbers or scores are determined.

Step 4: Applicants’ tests are evaluated.

Step 5: A selection decision is made.

### Scenario: Use of Measures in Staffing

### Complete the information below (the first one has been completed for you). After completion upload in Moodle.

|  |  |  |
| --- | --- | --- |
| **General Process** |  | **Attributes for Info Technology Analyst** |
|  |  |  |
| **Step 1**: Choose and define attribute |  | Knowledge of programming languages |
| ↓ |  | ↓ |
| **Step 2**: Develop measure of attribute |  |  |
| ↓ |  | ↓ |
| **Step 3**: Measure the attribute |  |  |
| ↓ |  | ↓ |
| **Step 4**: Determine number or score |  |  |
| ↓ |  | ↓ |
| **Step 5**: Make evaluation |  |  |
| ↓ |  | ↓ |
| Make decision |  |  |