Undergraduate Diploma in Business Administration:
Intake September 2025

Assessment Task: One (1) Group presentation based on the question below	
Module: *Human Resources Management*	**Tuition Centre:** 21 Academy **License Number:** 2018-017
Level: Award MQF Level 5	**Date:**
Student Names:	**Student Numbers: (same line)**
Presentation Date: 28 March 2026	

Task
The purpose of this assessment is to develop an understanding of what was learnt during the module in particular with respect to organisation design and people resourcing.

Note
This assessment provides students with an opportunity to explain the different aspects of HRM and their importance to the success of an organisation.

Note
You should plan to spend approximately 20 hours researching, reviewing the course slides, planning and designing the presentation. You are expected to select the Harvard Referencing Style if you are using any sources for the information being given in the presentation.

Each individual student should also present a Reflective Notes template in Word Format or pdf format about this presentation.

The presentation should be 20 minutes long and students will be expected to answer questions made by the students in class as well as the tutor.

Question: Strategic Talent Acquisition Project
The Challenge
Your group has been appointed as External HR Consultants to a big grocery store in Malta (called: Food4All) employing 150 people at various levels. They are now looking to expand their team of Stackers, Cashiers and Stores Assistants. Your task is to design a comprehensive Talent Acquisition Strategy to employee people into these positions (25 in total).
Report Requirements
Your report must be structured into the following key sections:
1. Workforce Planning & Context
Provide a brief overview of the organisational structure of Food4All and its current market position.
Workforce Planning: Explain the reasons that necessitate the recruitment of these roles.
2. Job Analysis & Design
Conduct a thorough Job Analysis for the chosen roles.
Develop professional Job Descriptions (JD) and a Person Specification based on your analysis for each of the vacant positions.
3. Recruitment & Selection Strategy
Critically evaluate which Recruitment Channels (internal vs. external, social media, agencies) are most effective for this specific position.

Outline a multi-stage Selection Process and justify your choice of methods.
4. Interviewing Competence (Practical Application)
Develop a Structured Interview Guide for the role.
Include at least five Competency-Based Questions designed to assess specific traits for these positions.
5. Talent Management & Retention
Once the candidates are hired, how will Food4All keep them (retention strategy)?
Propose an induction and onboarding plan for when the employees are employed.

Pass Mark - 50% of all the module's weighted assessment methods.	**Total Presentation Weighting** - **20%**
By submitting I confirm that I have been authorized by all the students in the group to acknowledge that the presentation is our own work	
Mark:	**Student** (first in list above) **Signature:** <*main assessor*>
Date	**Signature:** <*quality assurance*>