

## Management of Nursing Services and Education

### UNIT-2 Placement

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The process of placing the right man for the right job is called placement.

Employment conditions- permanent, temporary, probations etc.

Duration of probation period and its terminations, service conditions.

Hours of work.

Salary and allowances, leave and medical facilities

Job description

Supervised by whom (reporting to whom)

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## Purpose of Placement

To seek out right person for job

To evaluate the criteria.

To obtain commitment from an employee.

To place and orient.

To fill positions required for the successful conduct of work in an organization.



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**On appointment of the staff there should be:-**

An orientation to philosophy

Objectives of the college/school

Physical set up

Introduction to the Staff

Policies and job descriptions.

## Steps

ØStep 1: Identify Vacancy and Evaluate Need

ØStep 2: Develop Position Description

ØStep 3: Develop Recruitment Plan

ØStep 4: Select Search Committee

## References

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