# Unit 4 – Hiring

## Lesson 16

## Lesson 17 – Remote work

## Lesson 18 – HOHR Project (Task 6)

Indeed and OCDE

Assignment Reading The Hiring Secrets of a Distributed Company

Employers hire employees to fill job vacancies or job openings. A job opening or job vacancy is a specific job that needs to be filled at a firm, and that job needs to meet the following criteria: (1) there is work available for that job; (2) the job could start within the next 30 days; and (3) the employer is actively recruiting for that job.

An employer actively recruits for a job by advertising the job opening. A job posting or job ad is the official advertisement of an open position. Job postings are the primary means through which employers recruit new applicants for available positions (job openings or job vacancies).

Traditionally, jobs were often posted in the classifieds section of newspapers. Today, job ads are typically published online. It is estimated that between 60 and 70 percent of job openings are now posted on the Internet. Online platforms include the employer’s website, online newspapers, and job boards. A [job board](https://resources.workable.com/hr-terms/what-is-a-job-board) is a website used by employers to advertise their job vacancies to job seekers.

As an employer-employee job matching process, recruitment is characterized by asymmetry of information and transaction costs. Despite high unemployment levels, one of the major problems that employers face when recruiting is the difficulty of finding workers with the needed skill set to fill their vacancies. The asymmetry of information about the requirements of the buyer (the employer) and quality (skill set) of the seller (the job seeker) results in inefficient matches that are costly for both parties.

Internet is dramatically changing recruitment. Overall, it has the potential to increase efficiency of job matching, boosting employee job satisfaction and increasing worker productivity.

When job ads moved online in the mid-1990s, the cost of advertising plunged compared to newspaper advertising. Traditional geographic boundaries became irrelevant for the job search, as did the space needed by traditional ads, enabling employers to provide detailed information about the company and the position. Applicants’ response time declined significantly, lowering transition times between jobs.

The amount of time we spend online has grown sixfold over the past two decades. We rely on the Internet for our day-to-day needs, from personal communications and news to shopping, banking, applying for jobs, and entertainment.

Lesson

[Remote work](https://www.zdnet.com/article/death-of-the-office-and-rise-of-the-telecommuter/)

Lesson

HOHR Project Indeed and remote