Assignment: Draw Event Process Chain (EPC) Diagrams of The human resources process, from recruitment planning to the point where employees officially start working.

1. **Recruitment Planning**:
   * The process begins with recruitment planning, where HR collaborates with the hiring manager or department head to identify staffing needs. This includes defining job roles, responsibilities, and the qualifications required.
2. **Job Posting and Advertisement**:
   * HR creates a job description and job posting to attract potential candidates. This includes defining the job's responsibilities, required qualifications, and any special requirements.
   * Job postings can be shared on the company website, job boards, social media, and other relevant platforms.
3. **Resume Screening and Application Review**:
   * As resumes and job applications come in, HR or recruiters review them to identify candidates who meet the job's qualifications.
   * Unqualified candidates are usually rejected, and promising applicants are shortlisted.
4. **Interview Scheduling**:
   * HR coordinates and schedules interviews with shortlisted candidates. These interviews can include initial phone screens and in-person interviews.
5. **Interviewing and Evaluation**:
   * Interviews are conducted, typically by HR personnel or a panel of interviewers. The aim is to assess candidates' skills, experience, and cultural fit with the organization.
   * Evaluation criteria, such as interview questions and scoring methods, are predefined to ensure consistency.
6. **Reference Checks**:
   * After interviews, HR may conduct reference checks to verify candidates' professional backgrounds, work history, and character references.
7. **Offer Negotiation**:
   * Once a candidate is selected, HR extends an offer, including details of compensation, benefits, and other terms of employment.
   * Negotiations may occur if the candidate requests adjustments to the offer.
8. **Background Checks**:
   * Background checks, which can include criminal history checks, credit checks, and drug tests, are carried out to ensure the candidate's suitability for the position.
9. **New Hire Paperwork**:
   * Candidates who accept the job offer are required to complete new hire paperwork, which typically includes tax forms, employment contracts, and company policies acknowledgment.
10. **Onboarding and Orientation**:
    * The onboarding process begins, which may include orientation sessions to introduce new hires to the company culture, policies, and their job roles.
    * Training and orientation materials are provided to help employees adapt to their new environment.
11. **Provision of Resources**:
    * New employees are provided with necessary resources, including office equipment, access to company systems, and any tools required to perform their job.
12. **Official Start Date**:
    * The employees' official start date is set, and they begin their job duties. The HR department is responsible for ensuring that all relevant paperwork and systems are in place.
13. **Probation Period**:
    * Some employees may have a probationary period during which their performance and suitability for the role are monitored closely.
14. **Performance Reviews**:
    * Regular performance reviews are conducted to provide feedback, assess progress, and discuss future development opportunities.
15. **Integration and Development**:
    * HR continues to support employees' development through training, feedback, and opportunities for advancement within the organization.