

Abstract

The first part, theory, begins with job analysis. Then searching for applicants and selection of the employees follows. The key topic of the study is focused on the most frequent method of the employee selection – job interview. The advantages of this method are the possibility to assess the applicant's personality more thoroughly and also to check and supplement the information gained by other selection methods. On the other hand some of the disadvantages are the tendency to subjective assessment and the fact that the interview is comparatively time-consuming. In any case the job interview should be also done according to the ethic principles. There are a lot of types of the interview. Interviews differ for example by structure, by the number of applicants or by the formulation and purpose of the questions used during the interview. Each interview consists of the three following parts: preparation, course and evaluation. The practice reveals that the selection process is influenced not only by the setting of the personnel processes but also by the personal approach and expertise of the evaluators. The second part consists of the research and its interpretation. The respondents of the research are managers who are used to participate in the job interview as interviewer; however who are not HR employees. The results of the research discover not only the attitude of the managers to the interviewer's role but also how they are supported by their organization in this role.