



جامعة الجميع الذكية
EVERYONE'S SMART UNIVERSITY

Everyone's Smart University

Assignment 1 (Spring 2021)

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Section

Master

Date

Thursday

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Course Code

(PMG506)

Advanced Project Management

Instructions:

- ☐ يغلق الواجب يوم الإثنين ١ مارس في تمام الساعة ٩ مساءً.
- ☐ الواجب سؤال واحد مقالي من ٤ درجات.
- ☐ الإجابة متاحة باللغة الإنجليزية أو اللغة العربية مع مراعاة أن تكون المصطلحات العلمية تكون باللغة الإنجليزية.
- ☐ يرجى ضرورة التحويل إلى صيغة pdf بعد الانتهاء من الواجب ورفعته على المودل.

Instructor's Name:

Eng. Amaal Aburumman

Assignment (1)

You are employed as a supervisor at the local mail distribution center. The center wishes to develop a new staff recruitment and selection process, to be implemented within the next three months. You have been assigned the responsibility of project manager.

Your Task

Explain (130 to 150 words) how you as the project manager should plan, manage, and control communication, with the team members to achieve deliverables. Give reasons.

Best of luck..

As a project Manager to develop a new system for recruitment. Communication is very important to get the output done.

First of all, I have to engage all the heads of department to collect information of the requirements that they need from the system and how they system will solve or help in recruitment, how many applicants they need and what is the mandatory data that applicant should mention in their application.

Second, I should manage the communication between the HR and other departments, and the communication between the HR and the applicants. What is the media or platform will be used in both ways, how the interview process will be and how to encrypt the confidential data like offer letter and interviews evaluation.

Finally, I should monitor and control how the data flow is working. Is the process meeting the needs or there is challenge that's obstructing the work.