



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..

الواجب الاول

تم توظيفك كموظف كمشرف في مركز توزيع البريد. يرغب المركز في تطوير عملية تعيين واختيار موظفين جدد ، ليتم تنفيذها في غضون الأشهر الثلاثة المقبلة. وقد تم تكليفك بمسؤولية **مدير المشروع**.

مهمتك هي:

- اشرح (من 130 إلى 150 كلمة) كيف يجب عليك كمدير للمشروع أن تخطط وتدير وتتحكم في التواصل مع أعضاء الفريق لتحقيق الإنجازات. اعط اسبابا.

....مع تمنياتي بالتوفيق

Advanced Project Management

The establishment of a new recruitment and selection process in a mail distribution center can improve organizational performance. The process should include comprehensive planning and execution procedures. One of the main tasks of a project manager is to develop a well-functioning decision-making framework that matches the goal and the makeup of the team and is compatible with the project's costs and deadlines. As a project manager, I would plan, manage, and control communication with the team through team meetings to develop a new recruitment system.

I would focus on team communication to attain the described goal in the recruitment and selection sector. As a project manager, I should communicate the vision and the implications of the new procedures for the company and employees. Such an approach should promote employee engagement and efficient performance in the project. Regarding the specific techniques, I would rely on a phase-gate process to ensure that the project (developing a new approach to staff recruitment and selection) is broken down into specific, manageable smaller stages. These stages would include initiation, planning, testing, and launching. Each of them would include specific tasks distributed among team members based on their individual competencies in order to ensure proper accountability. For example, during the planning stage, we would have to complete a cost-benefit analysis, set the schedule, and draft a financial plan, among other things.

Therefore, my efforts as a project manager would involve team meetings with the orientation on the recruitment and selection transformation. Communication with the team and other actors should facilitate the attainment of the goal. The reports on project status should inform team members of their impact on the corporate processes.