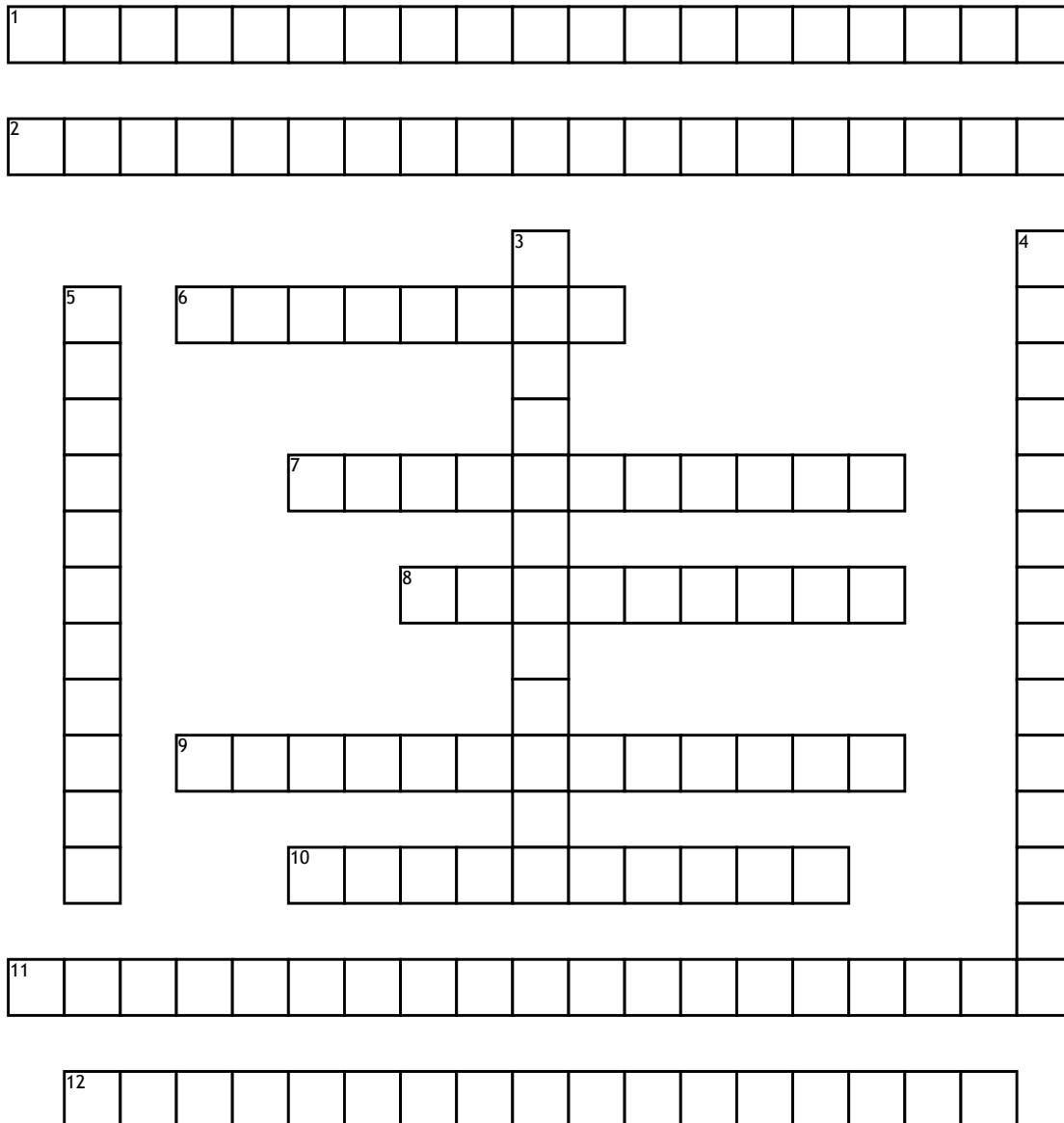


Human Resources.2



Across

- 1. When a job vacancy is filled from within the existing workforce
- 2. A plan showing the roles of, and the relationships between all the employees in the business
- 6. Two or more employees sharing the responsibility of a single job
- 7. Finding and appointing new employees

- 8. The power to control others and to make decisions
- 9. The exchange of information between two or more people
- 10. The removal of one or more levels of hierarchy from a business's organisational structure
- 11. Setting out the required skills and qualifications to fill a particular job.
- 12. Layers of authority within a business

Down

- 3. The quantity of goods or services produced by an employee over a period of time, such as one year
- 4. When a small number of senior managers in a business take all the important decisions
- 5. Collection and interpretation of information about a job