9 - PERSONNEL SELECTION. ADDING VALUE THROUGH PEOPLE-A CHANGING PICTURE (SIX-TH EDITION) BY MARK COOK

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The book entitled "PERSONNEL SELECTION Adding Value Through People-A Changing Picture" was published by Willey Blackwell Publishing and represents a veritable handbook either for the students or for professional HR employee. Structured on fifteen Chapters, the book embrace all the information starting with selection methods, selection interview until the criteria of work performances and the fairness and the law.

First Chapter "Old and new selection methods" represents a debate between the classic selection methods and the new technology and recruitment by electronic way. The author underlines the role of the internet and electronic application systems (page 4).

Chapter 2 "Validity of selection methods" review the criteria which proves that the assessment methods are assessed: reliability, criterion validity, content validity, construct validity, convergent/divergent validity, differential validity, marginal types of validity, meta-analysis, validity generalization analysis.

In Chapter 3 "Job description, work analysis and competences" the author presents themes as "job description and person specification" (page 55), "Work Analysis methods" (page 56), and "Competences modelling" highlighting the importance of competences modelling approach in the last decades (page 67).

Chapter 4 "The interview" analyse the interview method by the reliability and validity. Hence, the author presents characteristics of the structured interviews, situational interviews, behaviour description interviews and underlines the importance of the construct validity of the interview. In the end of this chapter the author presents types of bias in the interview as: bias by woman, race, older applicants, accent, appearance, weight, height and so one (pages 89-91).

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Chapter 5 "References and rating" represents an important point of the book. The author presents points of view regarding the references reliability and validity and also improving the references. With Chapter 6 "Tests of mental ability", the authors is starting to talk about the main personnel assessment selection methods having as central point the psychological testing. Firstly there are reviewed the tests of general mental ability with items example. In the end there are analysed the validity and reliability of the tests.

Chapter 7 "Assessing personality by questionnaire" presents the approaches to assessing personality. Hence, there are highlighted themes as "five factors personality model" (page 141), "Keying and validation" (page 140), "counterproductive work behaviour" (149), "dealing with faking" (page 164).

Chapter 8 "Alternative ways of assessing the personality" highlight other methods of personality investigation besides personality tests as: projective tests, other's reports, recorded evidence and involuntary evidence.

In Chapter 9 „Biodata and weighted application blanks" the author presents example of biodata items collection and aspects regarding the reliability and validity related to biodata informations.

Chapter 10 „Assesment centres" presents the exercises types from an Asesment center and the reliability and validity of this method. Furthermore is presented a the importance of meta-analyses in assesment center method.

Emotional inteligence and situational judgment tests are presented in a separated chapter Chapetr 11 „emotional inteligence and other methods". The asesment of Emotional Inteligence and situational judgment tests are analised from the point of view of the validity and fidelity.

In Chapter 12 „Criteria of work performance" analize the aspects of validity and reliability regarding the work performance as criteron. Criteria presented and analized are as following: supervisor rating, objective criteria, other aspects of work performance, organizational citizenship, counterporductive work behaviour.

The last Chapter „Conclusions" present a short review of selection procedure and undeline the role of the cost, practicality, acceptability, incremental validity and positive mainfold regarding the personel selection. In the end the author talks about the future of personnel selection by technical refinements as: voice recognition and transcription, computer simulations, changings in law, factors that limit legal controls on selection.

REFERENCES Cook, M. (2016). Personnel Selection. Adding Value Through People-A Changing Picture (Six-th Edition), UK: John Wiley & Sons., Ltd.