On an A4 page, use the table and fill in the gaps.

|  |  |  |  |
| --- | --- | --- | --- |
| **Method of Recruitment** | **Advantages** | **Disadvantages** | **Examples of Jobs suitable for this method of recruitment** |
| **Internal:**  Noticeboard at the company or newsletter. |  |  |  |
| **External:**  Local Newspapers |  |  |  |
| National Newspapers |  |  |  |
| Specialist magazines |  |  |  |
| Recruitment Agencies |  |  |  |
| Government-run job centres. |  |  |  |