



THE TIMES 100

BUSINESS CASE STUDIES

Teacher guide

Workforce planning - Aldi

Where does the lesson fit?

This session would fit in a Human Resources or People Management module. It could be followed by sessions on recruitment/selection and training/development.



Suggested resources & activities related to Aldi and workforce planning

- Full Aldi case study
- Workforce Planning PowerPoint
- Training and Development lesson resources
- Aldi crossword
- Aldi word search

Suggested timings for the session

5 mins	Starter e.g. Aldi word search
5 mins	Use the Workforce Planning PowerPoint to discuss the topic
5 mins	Read the case study
10 mins	Questions
25 mins	Task – investigation
10 mins	What have you learned?

Answers to questions

1. What is workforce planning?
Workforce planning is the process of assessing the current and future labour needs of a business.
2. Describe the reason why Aldi needs to recruit 4,000 new staff in the next 12 months.
Aldi is experiencing rapid growth as it continues to expand in Europe, North America and Australia. This growth therefore necessitates a larger workforce.



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3. Explain how Aldi ensures it recruits the right people to fill its vacancies.
To ensure it gets people with the right set of skills, Aldi:
 - writes clear and detailed job descriptions for each post - these show the tasks and responsibilities for that position and in turn, the skills and competencies needed by an individual to succeed in that role
 - takes candidates through a process of interview and assessment where managers identify if candidates have the precise skills and competencies that the job requires
 - identifies which candidates are suitable to be recruited.

4. Analyse the benefits to Aldi of effective workforce planning.
Workforce planning:
 - allows Aldi to get the right number of workers, with the right skills, in the right place, at the right time
 - helps to meet the needs of this growing organisation
 - ensures replacement workers are available when needed
 - provides a clear rationale for spending on recruitment, training and development activities
 - ensures that organisation labour costs are kept to a minimum by only having the right number of workers. If recruitment and training activities are effective then labour turnover and absenteeism may also reduce which in turn keeps costs down.

What have you learned?

Expected learning is likely to include:

- The meaning of workforce planning
- The process involved in workforce planning
- The benefits to organisations of effective workforce planning