4 ZPR is a business in the tertiary sector. It has 1 restaurant which has 20 employees. The Human Resources Manager is preparing a job description as ZPR needs 2 new chefs. He said: 'I need to advertise the job vacancies externally. ZPR will use a range of financial rewards as it can be difficult to recruit employees.' The manager knows there are many factors for a business to consider when deciding who to recruit.

(a) Define 'tertiary sector'.

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..... [2]

(b) Define 'job description'.

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..... [2]

(c) Identify **four** financial rewards a business could use.

Reward 1: .....

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Reward 2: .....

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Reward 3: .....

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Reward 4: .....

..... [4]

(d) Explain **two** ways ZPR could use to advertise its job vacancies externally.

Way 1: .....

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Explanation: .....

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Way 2: .....

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Explanation: .....

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..... [6]

(e) Explain **two** factors a business should consider when deciding who to recruit. Which factor is likely to be the most important for a tertiary sector business? Justify your answer.

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