A STUDY ON RECRUITMENT PRACTICES AT SUMEGA TECHNOLOGIES TIRUMALGHERY SECUNDERABAD

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ABSTRACT:

The decision about recruitment practices is critical because it is a means of obtaining the best person-to-person adjustments that can make a significant contribution to the company's performance. As the company evolves and changes, it becomes more and more important for new employees to demonstrate willingness to learn, adaptability and teamwork.

The participants in the competition are important: creating opportunities to transfer applications by calling other people who can respond to the organization's successful development.

In this project I have studied Recruitment Practices process of Sumega Technologies and attempted to provide some ways so as to make recruitment more effective and to reduce the cost of hiring an employee.

KEYWORDS: *recruitment practices , participants , transfer applications.*

INTRODUCTION:

Recruitment is the Heart of every organization, as it plays a very keen role in placing the right peoples at the right place at the right job at the right time. It is the source of success to the business as it develops employee branding which attracts a lot of talented candidates to come and work there.

Recruitment practices are the practices which were going to perform by the HR managers. Hiring the correct candidates, it is the very part of the practice to follow; if the wrong candidates get positioned in the firms then automatically it's going to derail the success of business. When you hire the candidate almost keep in mind that you have the every right to terminate the employees whenever they indulge themselves in any criminal activities or breaking of any rule or law of code of conduct or they did not meet any of the given work or targets.

Recruitment is one of the very important tasks of any organization. It is the process of Grabbing the most qualitative skill, knowledge and ability in the form of human resource. The practices of conducting innovative and creative interviews make the less nervous and more involvement of candidates. With the help of technology, can have online video interview sessions with many candidates simultaneously. It saves more time and money. The form of eye catchy job posting and descriptions by adding animated theme gif's or videos using the tactic taglines and adding laughable humor to it.

The sources of Recruitment and selection:
1. Internal sources.
2. External sources.

The different kinds of internal sources are:
(a) Present permanent employees:
The way organizations and candidates solve problems in order to apply for extended stays may lead to the withdrawal of candidates for higher education so that they can take full advantage of each visitor's functional advantages if you want to take advantage of price and organize your motivation Policy.

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(b) Present temporary/casual employees:

The organizer checks the search query and obtains a valid relative price to obtain a resident applicant or motivate the employess

(c) Retired employees:

Generally, particular organizations retrench the employees due to lack of work. The organization takes the candidates for employment from the retrenched employees due to obligation, trade union pressure and so on. Sometimes, the organizations prefer to re-employ their retired employees as a token of their loyalty to the organization or to postpone some internal conflicts for promotion.

Different kinds of External sources are:
(a) Campus recruitment:

Different types of organizations like industries, business firms, service organizations, social or religious organizations can get fresh candidates for different types of jobs from various educational institutions like colleges and universities imparting education in science, commerce, arts, engineering and technology, agriculture, medicine, management studies etc.,

(b) Private employment agencies/consultants:

Public employment agencies or consultants like ABC consultants in India perform recruitment functions on behalf of a client company by charging fees. Line managers are relieved from recruitment functions so that they can concentrate on their operational activities and recruitment functions are entrusted to a private agency or consultants.

(C) Professional associates:

Professional organizations or associates maintain complete bio-data of their members and provide the same to various organizations on requisition. They also act as exchange between their members and recruiting firms in exchanging information, clarifying doubts etc. organizations find this source more useful to recruit the experienced and professional employees like executives, managers, engineers

Steps in Scientific Selection Procedure:
- Job analysis
- Application form
- Written examination
- Preliminary interview
- Business games
- Tests
- Interview
- Medical examination
- Reference checks

OBJECTIVES OF THE STUDY
- To understand the internal recruitment practices in the organisation.
- To identify areas there can be scope for improvement
- To find out better practices of recruitment
- To give suitable recommendations to streamline hiring practices

RESEARCH METHODOLOGY
Data collection: There are two types of data

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Primary data
- .observation
- personal discussions
- Personal interview with employees
- questionnaire

Secondary data
Secondary data is available for data from magazines, magazines, official documents, poachers, office documents, annual reports, the Internet, and discussions with relevant officials.

HYPOTHESES
Hypothesis potential a specific declaration of prediction. It describes in concrete phrases what you expect will appear in your study. Hypothesis essential characteristic is to advocate new experiments and observations. Here it describes about the two strategies like approach A and technique B and take a look at the speculation of these methods.

Types of speculation
1. Null hypothesis
2. Alternative speculation

1. NULL HYPOTHESIS:
Null speculation is a form of hypothesis use in statistical price exists in a set of a given observations. If we are look at approach A with technique B about superiority and we proceed on the assumption that each techniques are equally good.

2. ALTERNATIVE HYPOTHESIS:
As towards this, we may additionally assume that method A is most advantageous or a method B is inferior, we are then bringing up what is termed as alternative hypothesis.

ALTERNATIVE HYPOTHESIS:
1. There will be excellent distinction in profitability and effectively ratio of the financial institution in the course of the length of study.
2. There will be extremely good distinction in capital shape ratio of the selected bank all through the length of study.
3. There will be significant big difference in working capital ratio of the chosen monetary group in the path of the length of study.
4. There will be substantial difference in prevalent endeavor ratio of the chosen financial institution at some point of the period of study.

NULL HYPOTHESIS:
1. There will be significant distinction in profitability and effectivity ratio of the financial organization for the duration of the period of study.
2. There will be large difference in capital shape ratio of the chosen economic institution in the direction of the period of study.
3. There will be tremendous difference in working capital ratio of the chosen monetary group throughout the length of study

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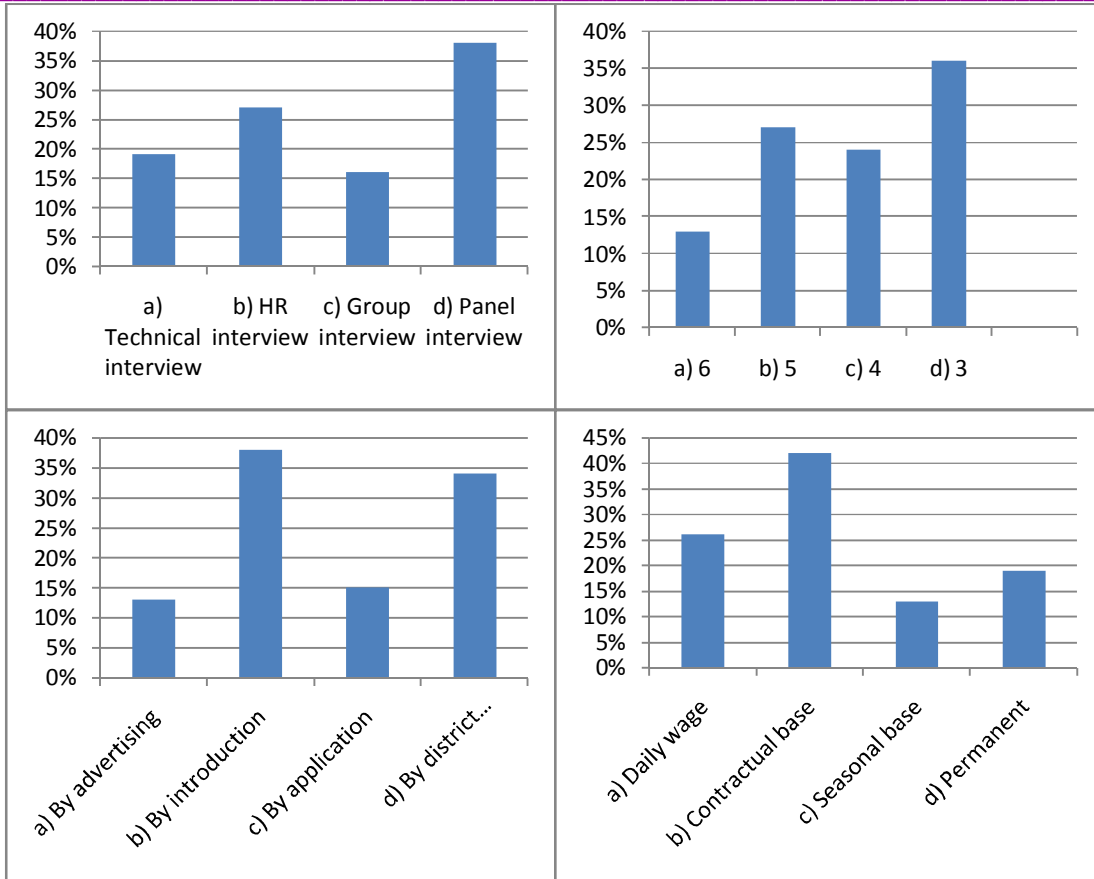
INTREPRETATION:

➤ From the above analysis, we can concluded that 19% employees are respondent that they like the technical interview in selection procedure, 27% employees are respondent that they like the human resource interview in selection procedure, 16% employees are respondent that they like the group interview and the most employees are respondent that they like the panel interview in selection procedure which is about 38%.

➤ From the above analysis, we can conclude that 13% employees are respondent that they faced 6 rounds during interview, 27% employees are respondent that they faced 5 rounds during interview, 24% employees are respondent that they faced 4 rounds during interview and the most employees are respondent that they faced 3 rounds during interview.

➤ From the above analysis, we can conclude that 13% employees are respondent that by advertising they employed during their appointment,15% employees are respondent that by application they employed during their appointment,34% employees are respondent that by district employment exchange they employed during their interview and the most employees are respondent that by introduction they employed during their appointment which is about 38%.

➤ From the above analysis , we can conclude that 26% employees are respondent that they like the daily wage kind of selection, 13% employees are respondent that they like the seasonal base kind of selection, 19% employees are respondent that they like the permanent kind of selection and the most employees are respondent that they like the contractual base kind of selection which is about 42%.

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FINDINGS

- 21% employees mostly agreed that the communication is the most important factor in recruitment and selection process, 38% are agreed, 9% are neutral ,13% are disagreed and 19% are mostly disagreed.
- 13% employees mostly agreed that the organisational behaviour is the most important factor in recruitment and selection process, 29% are agreed, 4% are neutral, 33% are disagreed , 21% are mostly disagreed.
- 19% employees mostly agreed that the technical knowledge is the most important factor in recruitment and selection process, 26% are agreed, 11% neutral, 15% are disagreed and 29% are mostly disagreed.
- 15% employees mostly agreed that the soft skills is the most important factor in recruitment and selection process, 2% are neutral, 28% are disagreed and 23% are mostly disagreed.
- 19% employees mostly agreed that the experience is the most important factor in recruitment and selection process, 30% are agreed, 18% are neutral, 21% are disagreed and 12% are mostly disagreed.
- 22% employees mostly agreed that the ability to multi task is the most important factor in recruitment and selection process, 31% are agreed, 5% are neutral, 18% are disagreed and 24% are mostly disagreed.
- 17% employees mostly agreed that the enthusiastic is the most important factor in recruitment and selection process, 25% are agreed, 9% are neutral, 33% are disagreed and 16% are mostly disagreed.
- 18% employees mostly agreed that decision making is the most important factor in recruitment and selection process, 33% are agreed, 6% are neutral, 26% are disagreed and 17% are mostly disagreed.
- 11% employees mostly agreed that team leading skills is the most important factor in recruitment and selection process, 41% are disagreed, 8% are neutral ,35% are disagreed and 5% are mostly disagreed.
- 14% employees mostly agreed that flexibility is the most important factor in recruitment and selection process, 29% are agreed, 7% are neutral, 38% are disagreed and 14% are mostly disagreed.
- 13% employees mostly agreed that analytical and research skills is the most important factor in recruitment and selection process, 43% are agreed, 4% are neutral , 31% are disagreed and 9% are mostly disagreed.
- 11% employees mostly agreed that computer efficiency is the most important factor in recruitment and selection process, 38% are agreed, 5% are neutral, 29% are disagreed and 17% are mostly disagreed
- 13% employees mostly agreed that innovative and creative is the most important factor in recruitment and selection process, 45% are agreed, 3% are neutral, 34% are disagreed and 5% are mostly disagreed.
- 14.14% employees mostly agreed that excellent written and oral skills is the most important factor in recruitment and selection process, 1% are neutral, 36% are disagreed and 8% are mostly disagreed.

SUGGESTIONS

- From the above analysis, we came to know that communication plays vital role in organization . To improve communication have a regular check in and consistently communicate with employees.
- From the above analysis, we can conclude that organisational behaviour makes a great impact . To improve organizational behaviour ,the environment of doing work, clean and hygienic bathrooms ,canteens, conversation room must meet .

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- From the above analysis, we came to know that technical knowledge   plays important role in organization. To improve technical knowledge, start with the base line to give the best results for the employees training and development programme.
- From the above analysis, we came to know that plays vital role in organisation. To improve soft skills in organisation employees must possess listening skills before delivering any important information about the organisation related things, employees have the habit of adaptability and speaking in organisation seminar function as it helps in presenting the important presentations in organizations.
- From the above analysis, we came to know that experience plays a very very important role in organisation. To improve employee experience organisation should carry out a healthy and creative programmes which helps to make in branding of an employees. Organisation behaves like the owners and treat employees as clients and using their feedback for levelling up the organisation.
- From the above analysis, we came to know that ability to do multi task is a very important for the organization. To improve multi task in organisation , employees must choose the tasks which are familiar , helps to improve and make easier their work which define their goals and assist them to fulfil their tasks.

CONCLUSION

From my   above research on study of recruitment practices , I came to know that most of the factors related to these recruitment practices are communication , organisational behaviour , technical knowledge , soft skills , multitasking, written and oral skills etc makes great impact. Communication is the most effective for the organizational development as it was the foundation of face of every business it may oral or written form. Having an good understand between organisation and its employees which helps to develop friendly relationship between them and creates an healthy environment in organization. Multitasking is the most emerging concept , it is the most effective manner its just not only crucial for leaders but also for all the employees to do the work in smart and collaborative way. Creativity helps to give new ideas for the quality organisational improvement and the innovation transforms these ideas into actions. Flexibility work lets employees be successful as it affords freedom and balance to employees gives better performance. It translates into high productivity levels , loyalty and engaged employees. Decision making is very important to achieve the objectives and goals of any organization, as it is related to planning, directing and controlling functions of manager. There is need of making decision practices even there is no need for organization currently. Conducting and creating the different scenarios to train the employees for to improve their critical thinking. From critical thinking employees get various benefits like they can have own control of learning and empathy from clients point of view.

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