



A Study on Recruitment and Selection Process in Vijaya Milk Products, Nanadyal.

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ABSTRACT:

Better recruitment and selection strategies result in improved organizational outcomes. Recruitment is the process of searching for prospective employees and stimulating them to apply for jobs in the organization

1. INTRODUCTION

Human Resources Management is concerned with human beings, who are the energetic elements of management. The success of the any organization or an enterprises will depend upon the ability, strength and motivation of person's working in it.

The Human Resources Management refers to systematic approach to the problems in any organization. It is concerned with the recruitment, training and Development of personnel. Human resource is the very most important asset of an organization. It ensures sufficient no. of supply, proper quantity and as well as effective utilization of human resources.

In order to meet the human resources needs, and organization will have to plan in advance about the requirement and the sources, etc. The organization also have to undertaken recruiting selecting and training processes. Human Resources Management includes the inventory of present manpower in the organization. In cases sufficient number of persons is not available in the organization then external sources are also identified for employing them. Human Resources Management lays emphasis on better working condition and also ensures the employment of proper work force.

A part of HRM is assigned to personnel who perform some of the staffing function. The staffing process is a flow of events, which result in a continuous managing organizational position, all levels from the top management to the operatives level. This process includes manpower-planning, authorization for planning; developing sources of applicant evaluation of applications employment decision (selection) offers (placement) induction and orientation, transfers, demotions, promotions and separations.

Manpower's planning is a process of analyzing the present and future vacancies as a result of retirement, discharges, transfer, promotion, absence or other reasons.

Recruitment is concerned with the process of attracting qualified and components personnel for different jobs. This includes the identification of existing sources of the labor market, the development of new sources and the need for attracting large number potential applications so that good selections may be possible.

Definition:

"Recruitment and selection is a process to discover the sources of manpower to meet the requirement of the staffing schedule and to employ effective measures for attracting that manpower in adequate number to facilitate effective selection of an efficient working force".

- Dale Yoder

NEED FOR THE STUDY

1. Every organization requires certain number of people to fulfill the purpose of its existence.
2. In order to have efficient people, utmost care should be taken in the recruitment process.

Jobs play an important role in every organization.

3. Human resources are responsible and accountable for the work assigned to them. With so many new companies coming up, HR department

plays an important in every firm.

4. Recruitment itself is quite a tricky and complicated process.
5. A good planning should be made so that it attracts right kind of persons from which the best can be selected .
6. Proper recruitment can be done only through efficient and skilled managers.
7. If the management is not good enough with regard to recruitment process, then it cannot be a successful company.

OBJECTIVES OF THE STUDY

The main objectives for undertaking this project are:

1. To study existing recruitment and selection process of the company.
2. To analysis recruitment process followed by company.
3. To analysis selection process followed by company.
4. To evaluate recruitment and selection policies of the company.
5. To suggest measures for better recruitment and selection process of the company.

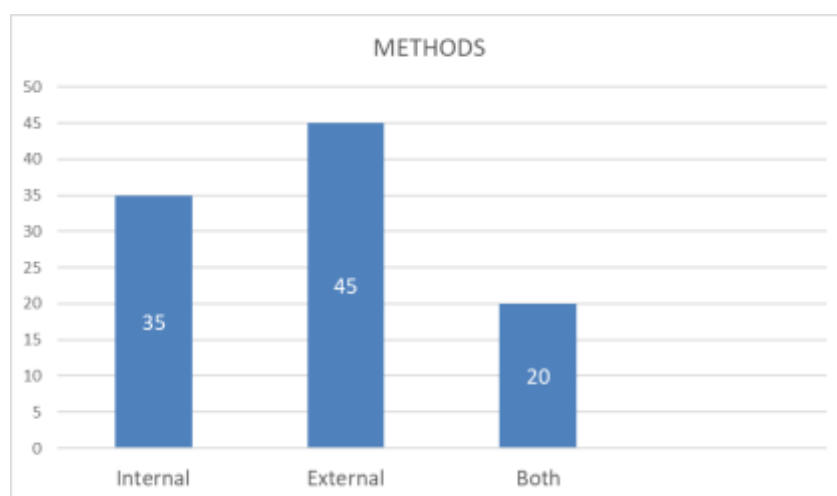
LIMITATIONS OF STUDY

- Project duration is limited to 45 days only.
- Some of the respondents could not spend much time to answer the questionnaire because of lack of their valuable time.
- Complete information has not revealed by the companies for administrative reasons.

METHODS OF RECRUITMENTS

Methods	No. of Respondents	Percentage (%)
Internal	35	35
External	45	45
Both	20	20
Total	100	100

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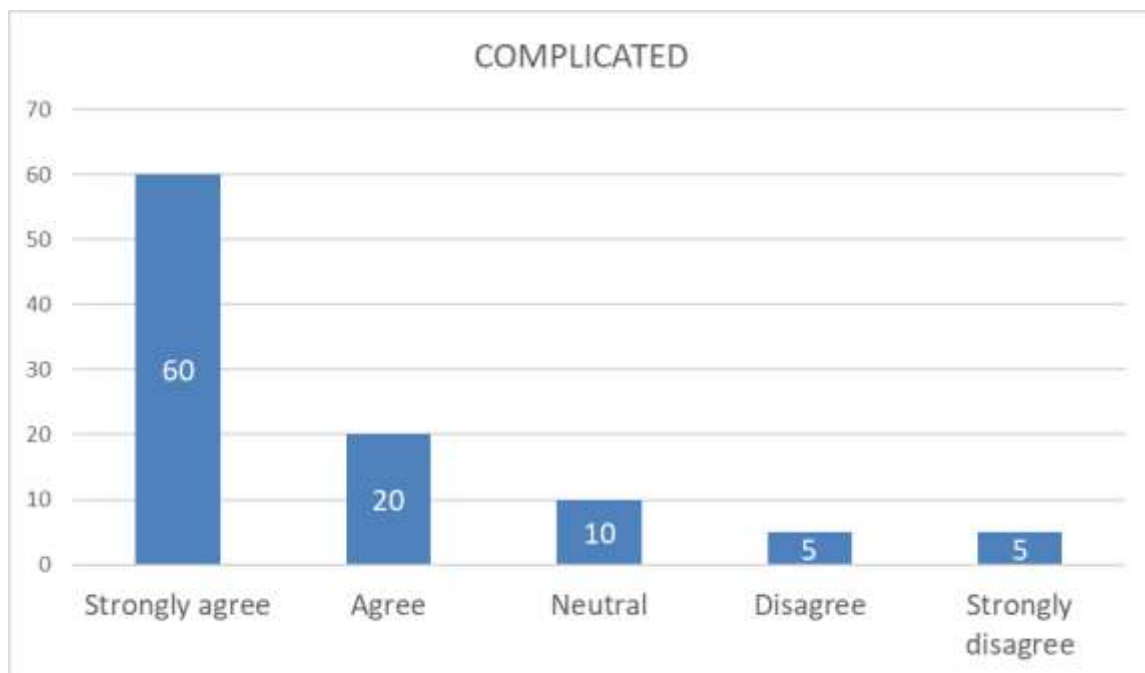


INTERPRETATION:

From the above graph 4.8 shows that 35% respondents recruitment through internal, 45% through external, and 20% of both.

RECRUITMENT PROCESS IS COMPLICATED

Complicated	No. of Respondents	Percentage (%)
Strongly agree	60	60
Agree	20	20
Neutral	10	10
Disagree	5	5
Strongly disagree	5	5
Total	100	100

4.13 RECRUITMENT PROCESS IS COMPLICATED**INTERPRETATION:**

From the above graph 4.13 shows that 60% of respondents strongly agree, 20% are agree, 10% neutral, 5% disagree, and 5% strongly disagree about the recruitment process is complicated.

4.14 EMPLOYEE SATISFACTORY LEVEL OF SELECTION POLICY.

Selection policy	No. of Respondents	Percentage (%)
Very satisfied	70	70
Satisfied	20	20
Dissatisfied	5	5
Fully dissatisfied	5	5
Total	100	100

4.15 SELECTION POLICY.



INTERPRETATION:

From the above graph 4.15 shows that 70% are very satisfied, 20% are satisfied, 5% are dissatisfied and 5% are fully dissatisfied about selection policy.

FINDINGS

It is found that,

- 4.8 shows that 35% respondents recruitment through internal, 45% through external, and 20% of both.
- 60% of respondents strongly agree, 20% are agree, 10% neutral, 5% disagree, and 5% strongly disagree about the recruitment process is complicated.
- 70% are very satisfied, 20% are satisfied, 5% are dissatisfied and 5% are fully dissatisfied about selection policy.
- 70% are strongly agree, 20% are agree, 5% are disagree, and 5% are strongly disagree about the selection process is complicated.
- 10% of respondents said that poor, 30% are adequate, 60% are excellent in organizing the interviewing process and other selection process are effective.
- 30% on compensation, 60% on career growth, 10% on company reputation in the company.
- 85% of respondents said that recruitment and selection process will produce qualified candidates and 15% not to produce qualified candidates.
- 10% are satisfied, 15% are good, 70% are excellent about the overall opinion of the recruitment and selection process.

SUGGESTIONS

- I understood that recruitment and selection process is complicated, so I suggest the company should simplify the process of recruitment and selection by adopting direct interview, telephonic or video based of recruitment and selection process.
- Reduce the no. of rounds in selection process
- Use Social Media such as Face Book etc. to reduce the cost of Recruitment Process.

5. CONCLUSION

The study on recruitment and selection process is HR professional is having big responsibilities to hire a best person from the available talent pool in Vijaya milk products. As the same time, the company should enhance the situation of employee working and their capabilities and recruit the knowledge and skill full people and also avoid reference of others." It is the biggest challenge to a HR manager to hunt for talent.

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Web Sites:

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2. www.nddb.com
3. www.google.com