

A Study on Recruitment & Selection Process with reference to Madras Cements Limited

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ABSTRACT

Better recruitment and selection practices are key factor of the entry point in Human Resources in any organization. Effective recruitment method leads the company in a profitable way. The main objective of the paper is to find the practices that are used in the organization for recruitment and select employee⁴. The data was collected through well structured questionnaire the source of data was both primary and secondary and the Sample size was 100. Data analysis has been done with statistical tools.

Keyword: - Recruitment, selection, Hiring

1. INTRODUCTION

Recruitment is the first stage in the process which continues with selection and ends with the placement of candidate. Recruitment is used to find the potential candidate for actual it acts as link in bringing together the people with jobs and those seating jobs. The reason for conducting recruitment is to identify suitable source to meet the job requirements and satisfaction it is the most important function of personnel administration on the other hand selection is mainly deal with providing the right information about the applicant³. The main objective of the selection process is to find out whether the candiadate possesses the qualification for the job

2. NEED OF THE STUDY

- To analyze the current recruitment and selection process in MCL Ltd.
- To forecast the human resources need in the organization.
- To focus on HR policies rewards and recognition, promotion and HR planning.
- To know interview scheduling process of MCL Ltd.

3. SCOPE OF THE STUDY

- To know the recruitment and selection process.
- To find right person to the right job.
- To know the strategy using while conducting an interview.
- 360 degree study on recruitment and selection.
- To know the satisfactory level of employee while conducting an interview

4. OBJECTIVES OF THE STUDY

- To get the practical knowledge about recruitment and selection process.
- To study the effectiveness of Recruitment & Selection process.
- To measure the satisfaction level of the employees about the HR Policies and Procedures.
- To know the right person while conducting an interview

5. RESEARCH DESIGN

Descriptive research design was used for “A Study on Effectiveness Of Recruitment & Selection Process At Madras Cements Limited” Characteristics are that he/she can only report what is happening.

SAMPLE SIZE

Sample Size is used for the study was 100 in number

SAMPLING TECHNIQUES

Here the Sampling technique was simple random sampling.

DATA ANALYSIS AND INTERPRETATION**SOURCES OF EMPLOYEE RECRUITMENT**

FACTORS	FREQUENCY	PERCENTAGE
Employee Referrals	Nil	0
Advertisement	Nil	0
Job portals	80%	80%
Consultancy	10%	10%
Campus	10%	10%
Any other	Nil	0
TOTAL	100	100

TABLE NO 1**INTERPRETATION**

From the above table it is inferred that most of the candidates are selected through job portals and remaining percent of the people selected through consultancy

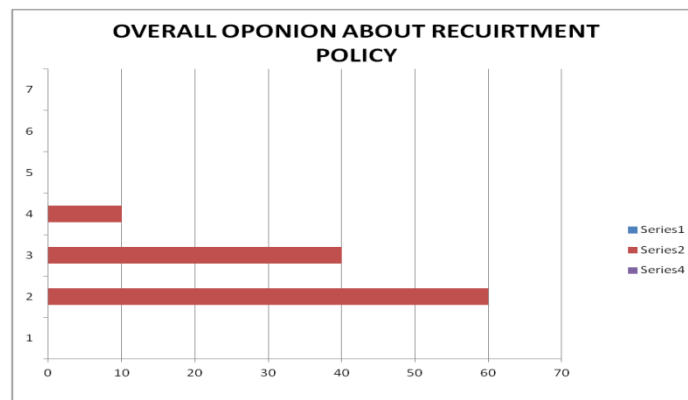


OVERALL OPONION ABOUT EXISTING RECUIRTMENT POLICY

FACTORS	FREQUENCY	PERCENTAGE
Extremely satisfied	60	60%
Very satisfied	30	30%
Moderately satisfied	10	10%
Slightly satisfied	Nil	0
Not at all satisfied	Nil	0
TOTAL	100	100

TABLE NO 2**INTERPRETATION**

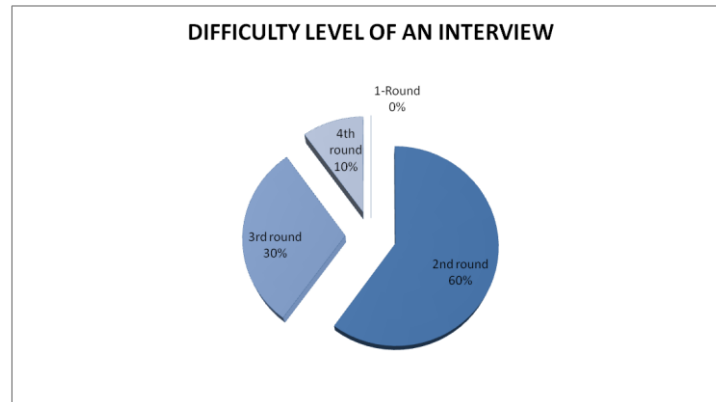
Based on the table it is shows that the existing recruitment policy in the organizations is extremely satisfied and the remaining are satisfied

**DIFFICULTY LEVEL OF AN INTERVIEW**

FACTORS	FREQUENCY	PERCENTAGE
1-Round	Nil	0
2 nd round	60	60%
3 rd round	30	30%
4 th round	10	10%
TOTAL	100	100

TABLE NO 3**INTERPRETATION**

Most of the respondents are feeling that the 2nd round of the interview process is more complicated and remaining percent of the rounds are satisfied



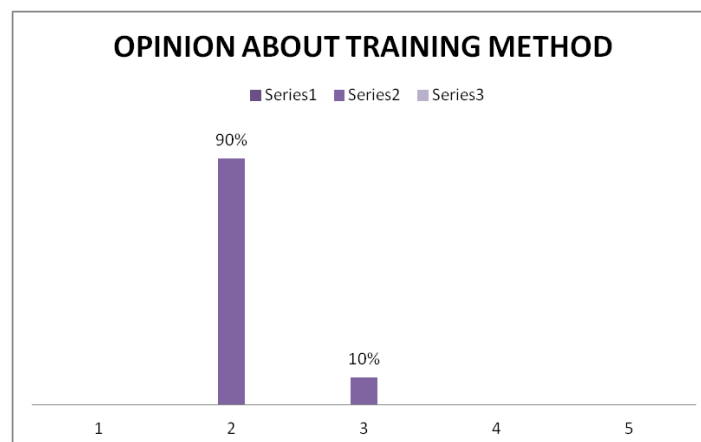
OVERALL OPINION ABOUT TRAINING METHOD

FACTORS	FREQUENCY	PERCENTAGE
Improving the performance	90%	90%
Neutral	10%	10%
TOTAL	100%	100%

TABLE NO 4

INTERPRETATION

Most of the respondents are satisfied the training method that are given in the organization.



6. FINDINGS

- The employee thinks and they prefer job portal websites as a source of recruitment
- Recruitment and selection should be effective in the organization.
- Most of the candidate are attending interview and they have been taken 3 rounds so its enlarge helping them productivity of the company.
- Training and development method are effectively organized towards excellence so its shows good output in organization personal performance.
- HR policies, procedures, and HR manager are contributing positive flavor for helping the organization climate & culture.

- Most of the employees in the organization are satisfied the current recruitment method

7. CONCLUSION & SUGGESTIONS

As per the study in MCL the recruitment and selection method was satisfactory but the organizations were given a chance to the fresher also

- A fresher's recruitment board can be set up with appropriate training program suggested.
- Continuous Intense counseling method can be adopted continuously along with training & development program would help to go long way.
- Carrying in eminent personality from other companies for recruit and selection process will enhances quality of the progress (i.e.,) planning the right job to the right place to the right companies.

8. REFERENCES

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