

RECRUITMENT AND SELECTION PROCESS – JODAS EXPOIM

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Abstract

One of the most critical skills for operating a successful organization is the ability to recruit, select and retain a skilled and motivated work force. Recruitment is the process of searching for prospective employees and stimulating them to apply for jobs in the organization. Selection may be defined as the process by which the organization chooses from among the applicants, those people whom they feel would best meet the job requirement, considering current environmental condition. In today's rapidly changing business environment, organizations have to respond quickly to requirements for people. Hence, it is important to have a well-defined recruitment policy in place, which can be executed effectively to get the best fits for the vacant positions. Selecting the wrong candidate or rejecting the right candidate could turn out to be costly mistakes for the organization. Recruitment has become as a logistic of human resource capital for the many organizations. Business organizations are advancing modern recruiting and selection methods due to the entry of multinational companies. The aim of the paper is to study the recruitment and selection process. The best human capital availability in organizations makes them competitive advantage and as well as they become the real life blood of the organizations. This research studies the review of literature for recruitment and selection procedures followed at organizations. Best recruitment and selection process and they are satisfied with the organizational climate and the organization follows ethical recruitment policy. To select mean to choose. Selection is the process of picking individuals who have relevant qualifications to fill jobs in an organization. The basic purpose is to choose the individual who can most successfully perform the job from the pool of qualified candidates. A study on recruitment and selection process in Jodas Expoim has been carried out for a period of 45 days. This project was taken up with the objective to

know the satisfaction of the employees regarding the recruitment and selection process carried out in Jodas Expoin.

I.INTRODUCTION

Recruitment and Selection is an important operation in HRM, designed to maximize employee strength in order to meet the employer's strategic goals and objectives. In short, Recruitment and Selection is the process of sourcing, screening, shortlisting and selecting the right candidates for the filling the required vacant positions. The workforces are ultimate main property of an arranging. Success or loss depends extremely on the type of public active skilled in. Without the definite and imaginative offering of society, arrangements cannot carry on and succeed. To realize the aims or the exercises of an institution, so, they need to recruit nation accompanying need abilities, requirements, and happening. In the process, two together should watch the current in addition to the future needs of an institution. Recruitment is despite everything Employment and Selection. Once the number and type of workforce necessary are driven, administration must decide the neighbourhoods place convenient or potential possible workforce are necessary and decide in what way or manner to engage

bureaucracy to the arranging superior to selecting the right contenders for tasks. All this exercise is

normally dubbed as conscription. "Recruitment" is second-hand by few in consideration of business. These two are not equivalent. Recruitment is just individual of the processes complicated in all process of hiring. Some population concern election as conscription. These are not equivalent either. Technically expressive, the function of conscription predates the election function and it contains only verdict, evolving the beginnings of anticipated representatives and inviting ruling class to command tasks in an arranging, inasmuch as the collection is the process of discovering ultimate appropriate competitor to the task not enough the competitors invited (i.e., inducted). Formal description of conscription would present clear plan about the function of conscription Recruitment is individual of the main functions of HRM. It helps the officer to invite and select best bidders for the arranging. Parry & Wilson (2009) established that "conscription involves those practices and exercises completed

activity for one arrangement accompanying the basic purpose of recognizing and drawing potential clerks". As achievement beneficial subdivision as with the understanding of community navigation manufacturing depends upon the human capital, conscription & excerpt of the fashionable society into the duty trade is critical to obtain administrative boom (Zheng, 2009). Raymond J. Stone (2005) in the having five of something publication of welcome book Human Resource Management delineates conscription as the process of 'pursuing and bringing a pool of claimants from what or which place able nominees for task vacancies inside an arranging maybe picked. According to Edwin B. Flippo, "Recruitment is the process of probing the bidders for utilization and exciting bureaucracy to authorize tasks in the institution". (1979) According to Costello (2006) conscription is named as the set of projects and processes used to constitutionally acquire a adequate number of restricted population at the right place and period because people as political whole and the arranging can select each one in their own best short and long-term interests. According to Montgomery (1996) act corresponding the wherewithal and tendencies of

potential applicants against the demands and rewards owned by a likely task.

The following determinants endure surrender into concern in planning conscription procedure. They are:-
IMPACT OF PERSONNEL POLICIES ON RECRUITMENT POLICIES
 Recruitment tactics are mainly tense from staff procedures of the institution. According to Dale Yoder and Paul D. Standohar, accepted staff tactics support a roomy difference of directions expected explained in conscription procedure. After expression of the conscription procedures, the administration has to select either to concentrate or scatter the conscription function.

Research Objective:

This study aims to analyze and resolve the Recruitment and Selection process at Jodas Expoim Private Limited by gaining a comprehensive understanding of the internal recruitment practices followed within the organization. It seeks to identify more effective and efficient methods of recruitment while evaluating the types of interviews conducted and their relevance to the organization's hiring goals. Additionally, the study intends to assess the satisfaction and awareness levels of employees regarding the existing

Recruitment and Selection process, ultimately offering insights and recommendations to enhance the overall hiring strategy and ensure alignment with institutional objectives.

Research Methodology:

The analysis for this study was conducted using various statistical tools such as charts, graphs, and tables to clearly present and interpret the collected data. Data collection was carried out through both primary and secondary sources. Primary data was gathered using questionnaires and interviews. The questionnaire consisted of both open-ended and close-ended questions aimed at capturing employees' opinions, while interviews were conducted with senior managers, including a focused session with the HR Director, to gain insights into the recruitment process. Secondary data was obtained from reliable sources such as the internet, journals, manuals, and books related to recruitment and selection. However, the study faced certain limitations, including a short project duration of only 45 days, limited availability of respondents due to their busy schedules, and restricted disclosure of information by some participants due to organizational confidentiality policies.

II.LITERATURE REVIEW

The effectiveness of recruitment and selection processes has been widely explored in recent studies, emphasizing the strategic role these functions play in enhancing organizational performance. Musaba et al. (2024) highlight how integrated and innovative recruitment approaches—such as digital platforms and employer branding—significantly improve employee quality and competitiveness. Similarly, Sai Sharan and Karpagavalli (2023) focus on public sector organizations, identifying adaptability, diversity, and innovation as key influencers in recruitment effectiveness. Abbas et al. (2021) offer a critical perspective, noting the transition from traditional methods like advertisements and referrals to modern digital tools and social media, especially after COVID-19. Kumar and Keerthy (2021) examine recruitment in educational institutions, using Chi-square analysis to assess the efficacy of structured interviews, group discussions, and online methods. Farooqui and Kshirsagar (2024) underscore human capital as a strategic asset and advocate for matching the right candidates with the right roles. Al-Hararat and Mohammad (2020) provide a decade-long review, extracting best practices

from diverse organizational settings. Dr. Yadav and Sanjeev Kumar (2014) examine India's public sector, stressing the significance of systematic sourcing and selection in improving organizational outcomes. Talari et al. (2020) and Pandey (2020) both delve into Indian corporate practices, identifying interviews, aptitude tests, and skill assessments as core tools for effective recruitment. Finally, Abbas et al. (2021) reiterate the rising dependence on data-driven and social media-enabled hiring models. Collectively, these studies underline a shift toward more strategic, technologically enhanced, and candidate-centered recruitment and selection frameworks.

III.DATA ANALYSIS AND INTERPRETATION

1) According to you, that status of one endure take more significance While drafting?

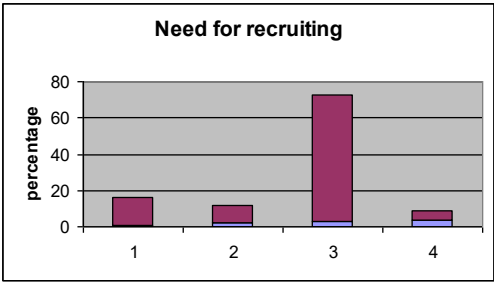


INTERPRETATION

The dossier discloses that the associations accompanying in the sample breadth are expect the nominees whose are technically powerful

accompanying ideas abilities are mainly favored2. Organization’s department participation in delivering Induction

2) Why conscription is wanted in your guest?



INTERPRETATION

According to the study of got dossier, conscription is need in the guest by way of new projects and again on account of change of attendants (regret of representatives).

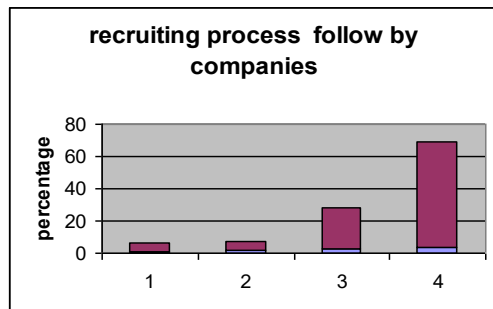
3) How frequently conscription is being exhausted your party ?



INTERPRETATION

The dossier tells that most of the private subdivisions guests does the engaging process exactly established the necessity of the party and honestly areas it is annual and very few parties does in weekly.

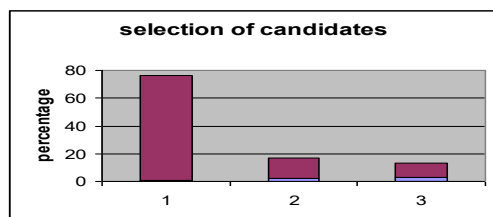
4) What type of drafting process do you trail mostly ?



INTERPRETATION

According to the acquired dossier most of the guests endorses or take help of consultancies. They favor square interviews only when skilled is need of freshers.

5) How many crowd being picked in another direction those interrogated?



According to the dossier composed the collection of the contenders depends on the company's necessity and the capabilities that they have.

INTERPRETATION

Most of the associations announce that allure all depends on position.

IV.FINDINGS

The study revealed that recruitment is a continuous and strategic process within the organization. A majority of departments rely heavily on sourcing techniques to attract potential

candidates. Technical knowledge is considered a mandatory criterion, with candidates lacking it being promptly rejected. The entire process of onboarding a professional typically spans around 10 days. The company also recruits fresh graduates as teaching assistants for a probationary period of 2–3 months to assess their capabilities. Effective communication and strong subject knowledge are emphasized as essential prerequisites for job placement. Interestingly, internal employees are not given significant preference when it comes to referring candidates. The induction process has a positive impact on employees, facilitating smoother integration into the organization. Interviews are usually conducted by a panel comprising members from various departments to ensure a balanced evaluation. Overall, the recruitment and selection procedures at the company are considered efficient and reliable, effectively helping to maintain adequate manpower by timely filling vacant positions. Notably, recruitment is evenly split between internal and external methods, with internal methods like employee referrals, interdivisional transfers, and promotions being utilized at rates of 70%, 20%, and 10%, respectively.

V.CONCLUSION

The organization follows a standardized approach in recruiting staff members, ensuring consistency and fairness in the hiring process. While the existing recruitment procedure is adequate for hiring various types of personnel, there is room for enhancement by incorporating more modern and efficient recruitment and selection methods. The current system is also flexible, having evolved over time to adapt to the changing needs and demands of the organization. Notably, the company utilizes both internal and external sources of recruitment, which helps in attracting a diverse pool of candidates and maintaining operational balance.

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