



ORIGINAL RESEARCH PAPER

Commerce

A STUDY ON RECRUITMENT & SELECTION PROCESS IN SUGAR INDUSTRY CHITTOOR DISTRICT, ANDHRA PRADESH, INDIA

KEY WORDS: Cerebrovascular accidents, Serum Homocysteine, Blood Pressure, Diabetes mellitus, Lifestyle.

N. Veena Babu

Asst. Professor Mother Theresa Institute Of Management Palamaner - 517 408, Andhra Pradesh

Dr. R. Rajendra Reddy

Principal Mother Theresa Institute Of Management Palamaner - 517 408, Andhra Pradesh

ABSTRACT

Successful recruitment and selection practices are key components at the entry point of human resources in any organization. Efficient recruitment and selection strategies result in improved organizational outcomes. The main objective of this paper is to identify general practices that organizations use to recruit and select employees. The study also focus its attention o to determine how the recruitment and selection practices affect the organizational outcomes and provide some suggestions that can help to different companies located in Chittoor District. The data was collected through well structured questionnaire. The source of data was both primary and secondary and the Sample size was 150. Data analysis has been done with statistical tools like tables, graphs, pie charts, bar diagrams etc.

INTRODUCTION

Recruitment and selection are two important functions of human resource management. Technically speaking the function of recruitment precedes the selection function. It includes finding, developing prospective employees and attracting them to apply for jobs in an organization. Selection is the process of finding out the most suitable candidate to the job. Recruitment is the first stage in the process which continues with selection and ends with the placement of candidate. Recruitment facilitates in acquiring the number and the types of people necessary to ensure continued operations of the organizations. Recruitment is finding the potential applicants for actual or anticipated org vacancies thus, it acts as link in bringing together the people with jobs and those seating jobs. The purpose of recruitment is to identify suitable man power to meet the job requirements and job specifications. It is the most important function of personnel administration on the other hand selection is concerned with securing right information about the applicant. The object of selection process is to determine whether the prospective candidate possesses the qualification for the specific job it is a long process. Starts from the interview and ends with the contract of employment.

RESEARCH METHODOLOGY

Research methodology is a method to solve the research problem systematically. It involves gathering data, use of statistical techniques, interpretations and drawing conclusions about research data. Keeping in view the objectives of the study, data is collected from following sources.

Data Collection

Data refers to a collection of organized information, usually the results of experience, observation or experiment, or a set of premises. This may consist of numbers, words, or images, particularly as measurements or observations of a set of variables.

Primary Data

The primary data is collected by using primary methods such questionnaires, interviews, observations etc. For this study questionnaires are used to collect primary data from the employees of Sugar industry.

Sample Size

The sample is selected on the basis of random sampling technique drawn from three industries, viz. Cement industry, Electronics industry and sugar industry. A sample of 150 employees is selected and analysis has been done by questionnaire.

RESULTS AND DISCUSSION

Selection Process

The selection process whether the external mode or internal mode the industry adopted has been elicited and the details are presented in the Table 1.

Table 1
Selection Process

Sl. No.	Selection Process	No. of Respondents
1	External	30
2	Internal	20
3	Both	100
	Total	150

The above table portrays that 30 respondents have accepted that the company is following external recruitment sources and 20 respondents have accepted their company is following internal recruitment sources and 100 respondents have expressed that their company is adopting both internal and external recruitment sources.

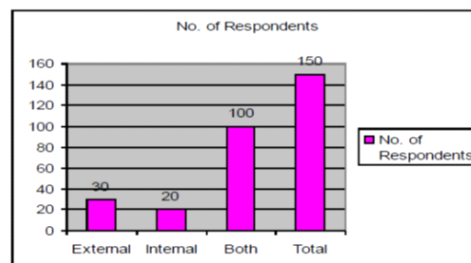


Fig.1 Selection Process

Preference

Preference is one of the important processes in the selection process. The preference of selection in the sugar industry adopted has been shown in the Table 2.

Table 2 Preference of Selection in the Sugar Industry

Sl. No.	Preference	No of Respondents
1	Experience	25
2	Qualification	50
3	Both	72
4	Other	03
	Total	150

From the above table and graph it is observed that, 25 members expressed that, their company gives preference to experienced candidates. 50 members expressed that, their company gives preference to qualified candidates. 72 members expressed that, their company is giving preference to both experience and qualification candidates and three members are accepted that their company gives preference to other criteria.

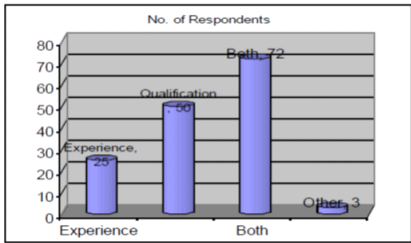


Fig.2 Preference of Selection in the Sugar IndustryMain Sources of Selection

The main sources of selection in the industry have been shown in the Table 3 and Fig.3

Table 3 Main Sources of Selection

Sl. No.	Main Source of Selection	No of Respondents
1	Written Tests	30
2	Group Discussions	25
3	Interview	50
4	All the above	45
	Total	150

It is observed that 30 members of the total respondents have expressed that, their company is following written tests 25 members of the total respondents have expressed that, their company is following group discussions, 50 members of the total respondents have expressed that, their company is following interview, 45 members of the total respondents have expressed that, their company is following all the above tests as main source of selection.

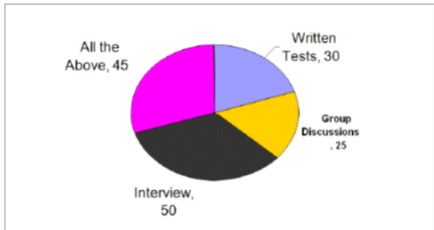


Fig.3 Main Sources of Selection

Period of recruitment

The period of recruitment in the industry has been shown in the Table 4 and Fig.4.

Table 4 Period of recruitment

Sl. No.	Period of Recruitment	No of Respondents
1	Quarterly	0
2	Half-Yearly	32
3	Annually	41
4	When we required	77
	Total	150

From the above table it is observed that 32 members of total respondents have expressed that the company recruits employees half-yearly,41 members of total respondents have expressed that the company recruit employees annually, and 77 members of total respondents have expressed that the company recruit employees whenever they required.

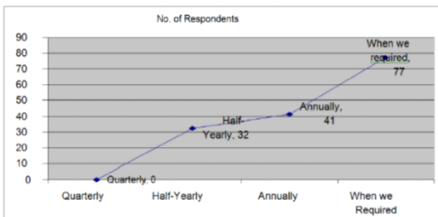


Fig.4. Period of recruitment

Kind of recruitment sources

The information on the kind of recruitment sources were used in the industry has been presented in the table 5 and Fig.5.

Table 5 Kind of recruitment sources used by industry

Sl. No.	Kind of Recruitment Sources	No of Respondents
1	Newspaper sources	45
2	Professional journals & Periodicals	10
3	Campus recruitment	40
4	Employee referral	30
5	Consultancies	25
	Total	150

It is understood that 45 members of total respondents are attended the recruitment in their respective organizations is through newspapers, 40 members of total respondents are attended the recruitment in their respective organizations by campus recruitment,25 members of total respondents are attended the recruitment in their respective organizations through consultancies,30 members of total respondents are attended the recruitment in their respective organizations through employee referral,10 members of total respondents are attended the recruitment in their respective organizations through professional journals.

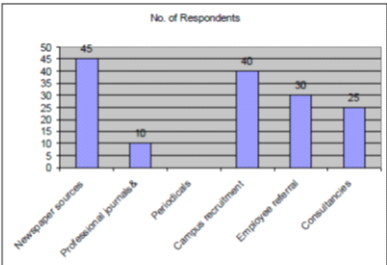


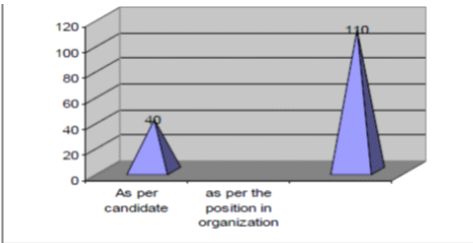
Fig. 5 Kind of recruitment sources used by industry

Stages of Selection Procedure The information on how many stages the recruitment process is done has been elicited and the results are presented in the Table 6 and Fig.6.

Table 6Stages of Selection Procedure

Sl. No.	Stages of Recruitment	No of Respondents
1	4	0
2	5	0
3	As per candidate	40
4	As per the position in organization	110
	Total	150

From the above table, we can observe that 40 members of total respondents expressed that, the selection process in the organization is done as per the candidate, 110 members of total respondents expressed that, selection process in the organization is done as per the position in their organization



Reasons for accepting the offer

The reasons of the respondents for accepting in the offer in the industry have been elicited and the results are presented in the Table 7 and Fig.7.

Table 7 Reasons for accepting the offer

Sl. No.	Reason	No of Respondents
1	Relocation	20
2	Relation with employer	15
3	Decent salary	50
4	Opportunities for growth	20
5	Job security	25
6	Identification with the company	20
	Total	150

The table presents that 20 members of total respondents are selected this organization for relocation, 15members of total respondents are selected this organization for the reason of relationship with employer ,50members of total respondents are selected this organization for decent salary,25members of total respondents are selected this organization for security, 20 members of total respondents are selected this organization for growth, 20 members of total respondents are selected this organization for identification.

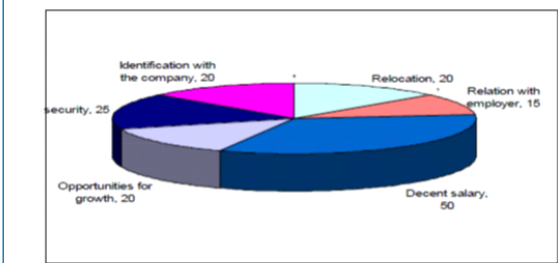


Fig.7 Reasons for accepting the offer

Level of Satisfaction in Recruitment Process

The level of satisfaction in recruitment process by the industry has been shown in the Table 8 and Fig.8.

Table 8 Level of Satisfaction in Recruitment Process

Sl. No.	Level of Satisfaction	No of Respondents
1	Satisfied	75
2	Highly satisfied	30
3	Dissatisfied	35
4	Highly dissatisfied	10
	Total	150

From the above line chart, we can observe that 75 members of total respondents are satisfied with the present recruitment process followed in their organization 30 members of total respondents are highly satisfied with the present recruitment process, 35 members of total respondents are dissatisfied with the present recruitment process, 10 members of total respondents are highly dissatisfied with the present recruitment process followed in their organization.

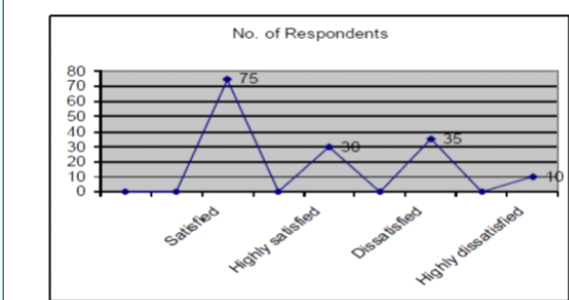


Fig.8 Level of Satisfaction in Recruitment Process Good recruitment policy plays a key factor in the working of an industry

The information on whether the respondents agree that a good recruitment policy plays a key factor in the working of an industry has been elicited and the details are presented in the Table 9.

Table 9 Good recruitment policy plays a key factor in the working of an industry

Sl. No.	Opinion	No of Respondents
1	Strongly agree	90
2	Agree	40
3	Disagree	20
	Total	150

From the above pie chart, we can observe that, 90 members of total respondents are strongly agreed that the good recruitment policy plays a key factor in the working of an organization .40 members of total respondents are agreed that the good recruitment policy plays a key factor in the working of an organization 20 members of total respondents disagreed that the good recruitment policy plays a key factor in the working of an organization.

Kind of the interview

The information on what kind of the interview the respondents underwent has been elicited and the details are dovetailed in the Table 10.

Table 10 Kind of the interview

Sl. No.	Opinion	No of Respondents
1	Formal and structured Interview	100
2	Formal and unstructured Interview	10
3	Stress interview	15
4	Board interview	25
	Total	150

From the above table we can observe that, 100 members of total respondents are undergone formal and structured interview. 10 members of total respondents are undergone formal and unstructured interview, 15 members of total respondents are undergone stress interview and 25 members of total respondents are undergone board interview.

CONCLUSION AND SUGGESTIONS

In every organization recruitment and selection plays a vital role. The study reveals that the recruitment and selection process offered in three selected industries is effective. The HR manager of the selected industries has to focus on selecting the right persons through other sources like campus placements, data banks etc. The selection is done by evaluating the candidate's skills, knowledge and abilities which are highly required to the vacancies in the industry. The industry has satisfied all the procedures of recruitment. To motivate the employees; the industries have planned to offer incentives of both monetary and non monetary It is suggested that the industry are advised to follow the existing recruitment and selection policies in future also. The industry should give equal importance to external sources like agencies, references and data banks in order to get the desired & required employees. It should encourage the fresher's based on their skills, along with the experienced candidates. It has to adopt latest interview techniques to recruit prospective employees.

REFERENCES

- Subbarao (1996) Essential of human resource management and industrial relations, Himalaya publishing house, Mumbai.
- Achieving Excellence in Human Resources Management: An Assessment of Human Resource Functions Edward E. Lawler Iii; John W. Boudreau. Stanford Business Books, 2009
- Reinventing Human Resources Management: Challenges and New Directions, Ronald J. Burke; Caryl L. Cooper. Routledge, 2005
- Understanding Human Resource Management, Ken N. Kamoche. Open University Press, 2001
- Organizational Success through Effective Human Resources Management Ronald R. Sims. Quorum Books, 2002
- How to Develop Essential HR Policies and Procedures, John H. Mc Connell. AM ACOM, 2005
- Strategic Human Resource Management: A Three-Stage Process Model and Its Influencing Factors Krishnan, Sandeep, K.; Singh, Manjari. South Asian Journal of Management, Vol. 18, No. 1, January-March 2011
- A Balanced Approach to Understanding the Shaping of Human Resource Management in organisations** Boselie, Paul. Management Revue, Vol. 20, No. 1, January 1, 2009

9. Strategic Human Resource Management in Small and Growing Firms: Aligning Valuable Resources, Hargis, Michael B.; Bradley, Don B., III. Academy of Strategic Management Journal, Vol. 10, No. 2, July 2011
10. Implementing Human Resource Management Successfully: A First-Line Management Challenge**Nehles, Anna C.; van Riemsdijk, Maarten; Kok, Irene; Looise, Jan Kees. Management Revue, Vol. 17, No. 3, July 1, 2006
11. Globalizing Human Resource Management Paul Sparrow; Chris Brewster; Hilary Harris. Routledge, 2004
12. International Human Resource Management: Policy and Practice for the Global Enterprise Dennis R. Briscoe; Randall S. Schuler. Routledge, 2004 (2nd edition)
13. International Human Resource Management: A Multinational Company Perspective Monir H. Tayeb. Oxford University Press, 2005
14. The Manager's Guide to HR: Hiring, Firing, Performance Evaluations, Documentation, Benefits, and Everything Else You Need to Know Max Muller. AMACOM, 2009
15. Human Resources for the Non-HR Manager Carol T. Kulik. Lawrence Erlbaum Associates, 2004
16. Human Resource Development, L.M.Prasad, New Delhi, Sultan Chand & Sons, 2005.
17. HR from the Outside In: Six Competencies for the Future of Human Resources, Dave Ulrich, 2012
18. The HR Scorecard: Linking People, Strategy, and Performance, Brian E. Becker, 2001
19. The Chief HR Officer: Defining the New Role of Human Resource Leaders, Patrick M. Wright, 2011
20. The Carrot Principle: How the Best Managers Use Recognition to Engage Their People, Retain Talent, and Accelerate Performance, Adrian Gostick, 2007
21. Human Resource Champions: The Next Agenda for Adding Value and Delivering Results, Dave Ulrich, 1996
22. How to Measure Human Resource Management, Jac Fitz-Enz
23. HR from the Heart: Inspiring Stories and Strategies for Building the People Side of Great Business, Libby Sartain, 2003
24. Personal Management, Text & Cases, Himalaya publications, C B Memoria & SV Gankar (2004)
25. Human Resource Management, P.C. Pardeshi, 2005
26. Costing Human Resources: The Financial Impact Of Behavior In Organizations, Wayne F. Cascio, 1982
27. Compensation, 8th Edition, George T. Milkovich, 1984
28. Human Resource Development, Jennifer Joy-Matthews, 2004.
29. Human Relations: The Art and Science of Building Effective Relationships, Vivian McCann Hamilton, 2007.
30. Human Relations: The Art and Science of Building Effective Relationships, Vivian McCann Hamilton, 2007
31. Personnel Management: The Utilization of Human Resources, Herbert J. Chruden., 1980
32. Human Resources Management: All the Information You Need to Manage Your Staff and Meet Your Business Objectives, Patricia Buhler (ebook) 2002