

SIGNIFICANCE OF ENLISTMENT PROCESS AT TALENTED MINDS

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ABSTRACT:

This paper examines how enlistment procedure is carried out in an organization. This study clearly examines the importance of selection process in organizations. Enlistment is verging on vital to any administration procedure and disappointment in enrollment can make challenges for any organization including an unfriendly impact on its gainfulness and improper levels of staffing or aptitudes. The process of selection leads to employment of persons having the ability and qualifications to perform the jobs, which have fallen vacant in the organization. Researchers recommended that Time administration is extremely key and it ought not to be overlooked at any level of the procedure in the organization. From the overall study it is concluded that a large portion of the representatives were fulfilled yet changes are presupposed by changing situation as enrollment procedure has an extraordinary reflect on the organization's working as a crisp blood, new thought enters in the organization. Determination procedure is great yet it ought to additionally be changed by necessities and ought to occupation profile

Keywords: *Enrollment, Enlistment, Selection, Time administration*

I. INTRODUCTION:

Human asset is an essential corporate resource and the general execution of organization relies on upon the way it is put to utilize. In order to recruit such human assets the organization recruitment and selection process should be effective. This study clearly examines the importance of selection process In organizations. Enlistment is verging on vital to any administration procedure and disappointment in enrollment can make challenges for any organization including an unfriendly impact on its gainfulness and improper levels of staffing or aptitudes. Lacking enlistment can prompt work deficiencies, or issues in administration choice making. Enlistment is however a straightforward choice procedure as well as obliges administration choice making and broad wanting to utilize the most suitable labor. Rivalry among business associations for enrolling the best potential has expanded spotlight on advancement, and Management choice making and the selectors plan to enlist just the best hopefuls who might suit the corporate society, morals and atmosphere particular to the association. Hypotheses of HRM may give bits of knowledge on the best ways to deal with enlistment in spite of the fact that organizations will need to utilize their in house administration abilities to apply bland speculations inside of particular authoritative settings.

A sound enlistment exertion helps the association in the accompanying ways:

1. Attract exceedingly qualified and equipped individuals.
2. Ensure that the chose competitor stays longer with the organization.
3. Make beyond any doubt that there is a match in the middle of expense and advantage.
4. Help the firm to make all the more socially different work power.

Selection

Like recruitment, selection is also a process. It is a process of analyzing and differentiating between applicants in order to identify those who are suitable for the position under consideration. Using the appropriate

source of recruiting the company makes a pool of applicants. Now a good base for selection is created. Depending upon the complexity of the demand of the job the interview methods are decided. The process of selection leads to employment of persons having the ability and qualifications to perform the jobs, which have fallen vacant in the organization. It divide the applicants into two categories namely those who will be offered and those who will be rejected. In fact in selection there is more rejection than acceptance which makes it a more negative approach as compared to recruitment where there is more acceptance than rejection.

II. STRUCTURE OF RECRUITMENT & SELECTION PROCESS

1. Prior selection

1. All forms of candidates are collected by office of the Program for screening.
2. The following criteria are considered:
 2. Education in the area of Management Business Administration
 3. And/or experience in the area of Management.
 4. Training objectives (orientation on professional growth)
 5. Level of English
 - Clear understanding of expected training results.
 - Company profile.
 - Availability of providing training in the framework of requested theme
6. If candidate finds a host company within their proffered location at the time of applying job, then this candidate has a priority for selection among other candidates.
7. Please also provide an Application form expressing your will to participate in the interview Program and reliable comments on participation in other Programs (if so), and their answer.
8. Candidates meeting those requirements are invited for the interview
9. Candidates, who didn't pass prior selection, are strongly prohibited for being interviewed, unless rejection conditions are changed.

2. Interview.

The interview has two parts: administrative and selective.

Administrative part includes: General overview on the Program background and functioning, and reviewing by company as well as general description of the further administrative procedures. This session is conducted by HR administrative. The selective part of the interview is conducted individually for each candidate.

During the interview, experts will ask you:

1. To confirm that the contact information as well as the name of your company and position is correct.
2. To describe your duties and some current projects, as well as to show the place that your department occupies at your company.
3. Describe in more details the profile of your company - what products it actually produces, what plans it has, etc.

4. Describe your main objectives, as well as the expected results of your training and how and where you will use the experience gained.
5. Advise the most suitable type of training:
 - 1) Vertical,
 - 2) Horizontal, or
 - 3) Combined.

It is worth mentioning that, due to some changes in the training program and especially decreasing the numbers of groups taken into company, the level of Language knowledge (English) is also considered as one of the major factors in final selection for higher designations in the company.

III. REVIEW OF LITERATURE:

Kamala Subramanian (2014) suggested that before recruitment of employee the organization must check, employee's criminal record, education, credit card reports, employment history. He also recommended finding out reason behind resigning the previous organization. If employee is selected on recommendation existing employee, the existing employee should have very good record in the organization.

Ms.G.KARTHIGA, Dr.R.Karthi & Ms.P.Balaishwarya (2015) identified the recruiting modules conducted in the organization, various factors considered for the recruitment and selection process. Selection process is good but it should also be modified according to the requirements and should job profile so that main objective of selecting the candidate could be achieved. The main objective in this study is to assess the perception of the employers regarding recruitment process they have undergone.

Onyeaghala OH, Hyacinth MI (2016) examined the effect of selection process on employee productivity in private and public sectors. Selection process is the criterion or explanatory variable whereas employee productivity is the antecedence or predictor variable. The main findings of the study are there is a significant difference between the selection process employed by the private and public sector organizations and the productivity they achieved by employing such selection process. It was also revealed that the factors influencing selection process in private and public sector organizations are similar. The study therefore recommends that, for both the private and public sector organizations to have healthy and suitable employees capable of achieving high productivity.

Zirra, Ogbu, Remilekun (2017) conducted one sample t-test to find the level of relationship between recruitment/selection strategy and employee performance. The study revealed that the use of recruitment agency and internal employee recommendation in the recruitment/selection process enables organization to recruit committed and productive employees while the recruitment through the influence of host community leads to organizational inefficiency.

IV. NEED FOR THE STUDY:

- In order to understand the Enlistment system process at Talented Minds.
- Manpower Budget analysis for the recruitment process and also for identifying the sources of recruitment at Talented minds.
- For determining the present and future requirements of the organization regarding personnel planning and job analysis activities.

V. SCOPE OF THE STUDY:

My study is conducted to investigate theoretically the prospects and challenges in recruitment and selection process. The effective Recruitment and selection at talented minds get much better results in its selection process if we process specific criteria that are relevant to the job.

VI. OBJECTIVES OF THE STUDY:

1. To complement candidates aspiration with the existing client database of the consultancy.
2. Identifying and preparing potential job applicants who are appropriate for the job.
3. To make recommendation for a better organization.
4. Helps reduce the probability that job applicants, once recruited and selected, will leave the organization after a short time.

VII. RESEARCH METHODOLOGY AND SAMPLING:**A. METHODOLOGY**

The primary data is collected by discussions with the employees and also by distributing questionnaire to the employees of Talented Minds

The secondary data is collected from the company records available at the regional offices, websites. An effort has also been made to present different studies in newspapers, journals, magazines and also from the doctoral works.

B. SAMPLING

For the convenience of the study Talented Minds Company is selected for the study.

SAMPLING METHOD: The sampling method adopted for this study is non-probability sampling method in which convenience sampling method is used. The researcher has chosen the companies as per her convenience and availability of permissions, contacts with the employees.

C. DATA COLLECTION INSTRUMENT: Questionnaire method was adopted to get the responses from the respondents. Well structured questionnaire were personally distributed among the sample.

D. SAMPLE SIZE: The total number of employees chosen for the study is 50. All are working in the sample company.

STATISTICAL TOOLS:

MS-EXCEL was used to prepare pie- charts and graphs and MS-WORD was used to prepare or write the whole research paper.

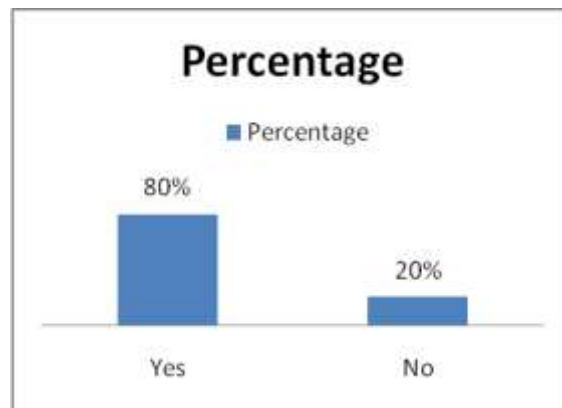
VIII. DATA ANALYSIS AND INTERPRETATION:

A detailed analysis of the study is necessary and is to be considered in order to compare the actual theory with that practical the variants of which may form the basis for improvements. Keeping this point in view and to fulfill the evaluation variants of which may form the basis for objectives of the studies an attempt has been made to segment the various respondents on the basis of some aspects collected from them through questionnaire. There are depicted through tables and graphs.

A. SELECTION PROCESS:

Table 1: Presence of Enlistment Procedure

Criteria	Frequency	Percentage
Yes	40	80%
No	10	20%



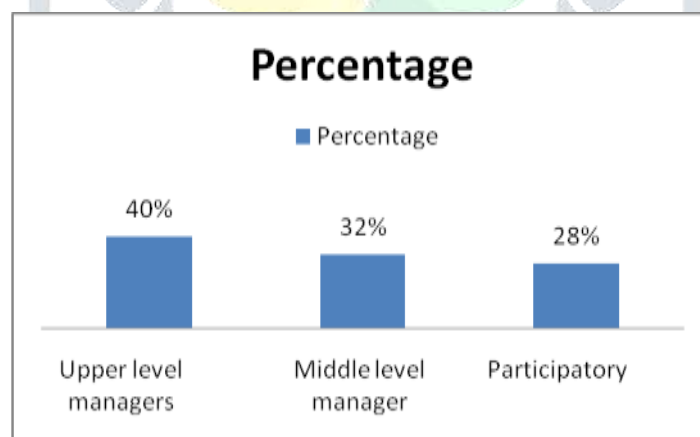
Graph 1: Presence of enlistment process

As per shown in the above graph, 80% of the respondents said yes recruitment and selection process followed by their organization and 20% of the respondents said no category with the above statement.

B. PROCESSING AUTHORITY:

Table 2: Authorizing authority

Criteria	Frequency	Percentage
Upper level managers	20	40%
Middle level manager	16	32%
Participatory	14	28%



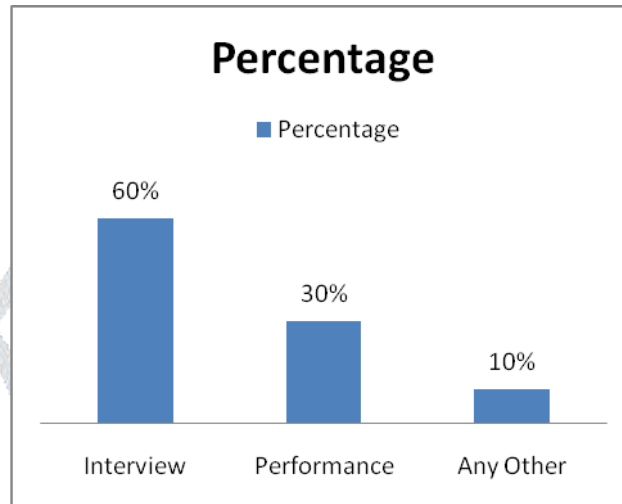
Graph 2: Authorizing authority

As per shown in the above graph, 40% of the respondents said upper level managers process, 32% of the respondents said middle level managers process and 28% of the respondents said Participatory process.

C. CRITERIA FOR SELECTION OF EMPLOYEES:

Table 3: Enlistment method followed by Talented Minds

Criteria	Frequency	Percentage
Interview	30	60%
Performance	15	30%
Any Other	5	10%

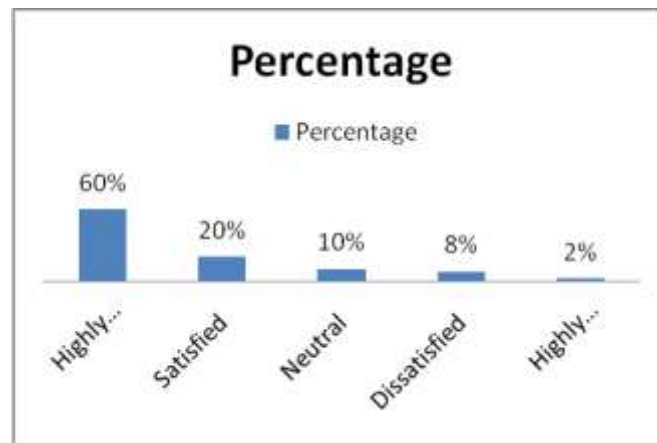
**Graph 3: Enlistment method**

As per shown in the above graph, 60% of the respondents think that interview is the criterion for selection of employees, 30% of the respondents think that performance is the criterion for selection of employees and 10% of the respondents said any other selection with the above statement.

D. SATISFACTION LEVEL OF EMPLOYEES TOWARDS SELECTION PROCESS

Table 4: Satisfaction_Enlistment

Criteria	Frequency	Percentage
Highly Satisfied	30	60%
Satisfied	10	20%
Neutral	5	10%
Dissatisfied	4	8%
Highly Dissatisfied	1	2%



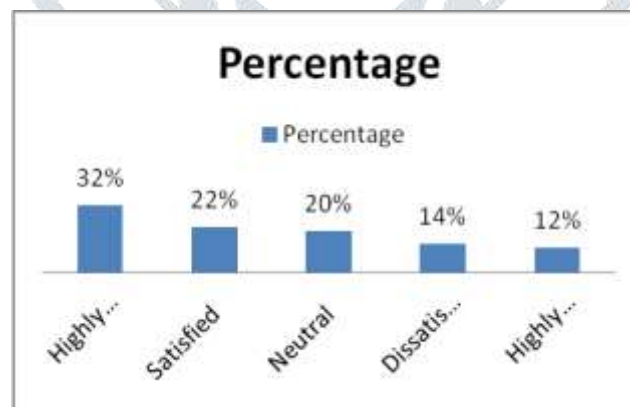
Graph 4: Satisfaction_Enlistment

As per shown in the above graph, 60% of the respondents are highly satisfied with the selection process of the company, 20% of the respondents are satisfied with the selection process of the company and 2% of the respondents are highly dissatisfied with the selection process of the company.

E. SATISFACTION LEVEL OF EMPLOYEES TOWARDS INTERVIEW:

Table 5: Satisfaction_Interview

Criteria	Frequency	Percentage
Highly Satisfied	16	32%
Satisfied	11	22%
Neutral	10	20%
Dissatisfied	7	14%
Highly Dissatisfied	6	12%

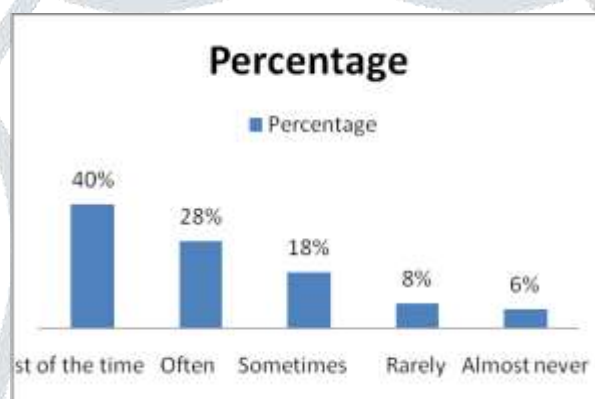


Graph 5: Satisfaction_Interview

As per shown in the above graph, 32% of the respondents are highly satisfied with round of interviews conducted for recruitment, 20% of the respondents are neutral with round of interviews conducted for recruitment and 12% of the respondents are highly dissatisfied with round of interviews conducted for recruitment.

F. FREQUENCY OF PROBLEM FACING DURING SELECTION:**Table 6: Frequency of Problems**

Criteria	Frequency	Percentage
Most of the time	20	40%
Often	14	28%
Sometimes	9	18%
Rarely	4	8%
Almost never	3	6%

**Graph 6: Frequency of Problems**

As per shown in the above graph, 40% of the respondents most of the time think that face any type of problem during recruitment and selection, 18% of the respondents sometimes think that face any type of problem during recruitment and selection and 6% of the respondents almost never think that face any type of problem during recruitment and selection.

IX. RECOMMENDATIONS:

1. Manpower prerequisite for every division in the organization is distinguished well ahead of time.
2. If the labor prerequisite is high and the enlistment group of the HR department alone can't fulfill it, then assistance from the arrangement organizations is required.
3. Time administration is extremely key and it ought not to be overlooked at any level of the procedure.
4. The enlistment and determination through arrangement organizations if all else fails and is used just when need.
5. The enrollment and choice method ought not to be extensive and time consuming.

LIMITATIONS OF THE STUDY:

1. The findings of the survey may not be truly representative of the market. There may be lack of time on the part of respondents.
2. It is very much possible that some of the respondents may give the incorrect information.

3. Research study was confined to particular area only.

X. CONCLUSION:

This displays the study's outline and study done in connection to the Recruitment in Talented Minds. The conclusion is drawn from the study and overview of the organization with respect to the Recruitment procedure did there. The enrollment process at Talented Minds, Constrained to some degree is not done impartially and in this way part of predisposition hampers the representatives' fate. That is the reason the pursuit or headhunt of individuals ought to be of those whose aptitude fits into the organization's qualities. A large portion of the representatives were fulfilled yet changes are presupposed by changing situation as enrollment procedure has an extraordinary reflect on the organization's working as a crisp blood, new thought enters in the organization. Determination procedure is great yet it ought to additionally be changed by necessities and ought to occupation profile so that fundamental goal of selecting the hopeful could be accomplished.

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