

A Study on Recruitment and Selection Procedures Towards Jayem Automotive Pvt Ltd at Coimbatore

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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. 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 Competitive business environment, organizations have to respond to the requirements for people. It is important for an organization adopt well-structured recruitment policy, which can be implemented effectively to get the best results. This study helps the organization to identify the area of problem and suggest way to improve the recruitment and selection process, this study focus on understanding recruitment and selection process. Convenient sampling is used in this study. The sample size for the study is 150. The tools that are used in this study are Percentage analysis, correlation, anova and Chi square test is used.

Keywords: Recruitment, Selection, Employee

INTRODUCTION OF THE STUDY

Recruitment is a key responsibility of the HR department. While HR works in many areas including employee engagement, employee development, statutory compliance, data management and many others, one of the key areas of focus for HR is to attract, select and on board suitable candidates for the organization.

Recruitment is the process of attracting qualified candidates for a job role and Selection is the process of identifying and selecting the right candidate for that job. The contributions of each employee play a pivotal role in the sustenance and growth of a business. Hence it is extremely important to select the right person for the job.

The same way as a square peg does not fit in a round hole, a bad hire can affect the overall business outcomes. The impact to your business when you hire the wrong candidate is often much more than not hiring a person at all! Recruitment is not only an operational activity but a key strategic activity for the business. Hence there is a need for developing a strong recruitment and selection process.

After an organization selects candidates qualified for the position, it typically contacts them for interviews and testing. Interviewing and testing are determined by the company's guidelines and procedures. In most cases, several candidates are selected and will be screened on a phone interview by human resources and asked to take assessments. Assessments can include personality, technical aptitude or academic assessments depending on the position requirements. Most organizations will require internal candidates go through the required assessments and interviews, even if they were required to take those assessments when they were originally hired.

After the initial phone screens and assessments, candidates are selected to interview with hiring managers and human resources. In most cases, candidates will be required to meet with several members of the department that they will be working in and can include managers, peers and employees the candidate will be supervising. This ensures the candidate will be a fit for the organization and department she will be working in. In most cases, candidates will be brought back for additional interviews as the hiring team narrows its selection.

NEED OF THE STUDY

- Analysis of manpower budget analysis of the for the recruitment in the recruitment process

- To identify general practices that organizations use to recruit and select employees.
- To determine which recruitment and selection practices are most effective.
- To determine how the recruitment and selection practices affect organizational outcomes
- To develop organizational culture that attracts competent people to the company.
- To ensure that all recruitment activities contribute to company goals.
- To conduct recruitment activities in an efficient and cost effective manner

STATEMENT OF THE PROBLEM

The present research is confined to study the recruitment and selection process followed at the company. The study reveals the recruitment and selection process followed in the organization. Employees are need with the recruitment process. The organization should providing ethical process for recruiting employees. The organizational study of the organization was done with the study of recruitment and selection. Identifying general practices that organizations use to recruit and select employees. Determining which recruitment and selection practices are most effective and how the recruitment and selection practices affect organizational outcome

OBJECTIVES OF THE STUDY

- To study the recruitment process and selection procedures in the company
- To identify the opinion of the employees regarding selection practices
- To identify human resource management practices
- To analyze the perception of the employees with respect to the selected dimensions of HRM practices in the study unit.
- To know the agree level with recruitment and selection process of company meets the current legal requirements

SCOPE OF THE STUDY

The scope of the study is confined to company only to know how recruitment & selection helps in providing the potential employees/candidates to the organization.

Recruitment & Selection includes information related to the way of obtaining the potential candidates i.e. the way of elimination or rejection procedure.

- To analyze the present system and recommendations necessary.
- Identification of the development needs.
- To explore the possible area of defects to determine decisions regarding Change in procedure
- To study aims to provide guidelines for corrective measures to be taken.
- Overall the study evaluates various factors which affect recruitment Procedure

LIMITATIONS OF THE STUDY

Time is the major constraint in collecting the data from the employees. The data collection is conducted only in Coimbatore. Hence, utmost care is to be taken while generalizing the result. This study is confined to the few of company employees and recruitment details only. Due to personnel biases and other reasons, the employees has expressed other views, which can affect the analysis and other facts

- This study is limited by lack of fund & time
- Due to lack of awareness, the respondents how give only limited information
- Due to busy respondents were not given complete data.

REVIEW OF LITERATURE

Ofori and Aryeetey, (2020) Recruitment is the process of generating a pool of competent individuals to apply for employment within an organization. The overall aim of recruitment and selection within the organization is to obtain the number and quality of employees that are required to satisfy the strategic objectives of the organization at minimal cost. Nowadays, recruitment agents and companies have moved much of their recruitment process online so as to improve the speed by which candidates can be matched with live vacancies.

Bennett (2021) defines recruitment as the drafting or modification of an accurate job requirement for a vacant position, outlining its major and minor responsibilities, the skills, experience and qualification needed, grade and level of pay, starting date, whether temporary or permanent, and particulars of any special conditions attached to the job. In addition, he also defines selection as 'matching the requirements of a job with the attributes of candidate'. This means drafting a person's specification: defining the background of the person, education, training, personality and other distinctiveness of the ideal candidate.

Rynes and Barber (2022) in most of the literature the recruitment and selection are being treated separately while as recruitment and selection are interrelated and interdependent that has influence to each other. The right selection becomes very difficult if the recruitment process will not be effective to bring enough pool or applications for any specific job

Mir Mohammed (2023) states that Recruitment and selection is one the most important functions of human resource management. The present study aims at exploring differences and similarities between the public and private sector manufacturing firm of Bangladesh with respect to recruitment and selection practices, sources of recruitment and selection devices.

Temtime Z (2024) has to investigate the recruitment and selection practices of SMEs and suggest appropriate strategies on how to improve human resource management practices to enhance organisational performance. Recruitment and selection practices are the key factors to the entry point of human resource to any organisation which also tends determine the success and sustainability of SMEs. These practices are said to encourage innovation, survival and growth of SMEs if taken serious by owner /mangers.

Michael D. white (2025) states that recruitment and selection have become critically important issues for police department around the world. This paper high lights seven issues, two in recruitment and selection and five training, that we believe are critical for finding, hiring and training effective police officers in the future.

RESEARCH METHODOLOGY

It refers to the process used to collect information and data for the purpose of making business decision. The methodology may include publication research, interview, surveys and other research techniques, and could include both present and historical information.

RESEARCH DESIGN

To make the research systemized the researcher has to adopted certain method. The method adopted by the researcher for completing the project is called research methodology. Research is a process in which the researcher wishes to find out the end result for a given problem and thus the solution helps in future course action. The research has been defined as “A careful investigation or enquire especially through search for new facts in any branch of knowledge”. To give more additional to the old research new ones are conducted.

SAMPLE DESIGN

A sample is a subset from the total population. A sample is a subset from the total population. It refers to the techniques or the procedure to the research would adopt in selecting items for the sample (i.e) the size of the sample.

SAMPLING TECHNIQUES

A disproportionate stratified random sampling technique has been used in sampling due to the following reasons. It provides information about parts of the all the area of Coimbatore.

SAMPLING SIZE

A sample size is guaranteed to its temperament of information assortment. Information assortment depends on the essential information is 150 respondents are taken as the example for this investigation.

DATA COLLECION

The following techniques were adopted for data collection.

Primary data

Primary data was collected through face to face interviews while filling up questionnaires (150 respondents).

Secondary data

Relevant information was gathered from magazines, newspapers and project reports that formed the secondary data.

STATISTICAL TOOLS

- Simple Percentage Method
- Chi-Square
- Correlation
- Anova

CHI-SQUARE ANALYSIS

NULL HYPOTHESIS

HO: There is no significance between the age group of the respondents and effectiveness of the interviewing process.

ALTERNATIVE HYPOTHESIS

H1: There is significance between the age group of the respondents and effectiveness of the interviewing process

Chi-Square Tests

	Value	df	Asymp. Sig. (2-sided)
Pearson Chi-Square	2.920E2 ^a	9	.000
Likelihood Ratio	280.498	9	.000
Linear-by-Linear Association	129.741	1	.000
N of Valid Cases	150		

a. 2 cells (12.5%) have expected count less than 5. The minimum expected count is 4.68.

RESULT

The Chi-Square test reveals a statistically significant association between the variables ($p < .001$), meaning the observed patterns are highly unlikely to have occurred by chance. Despite a minor violation of the expected count assumption (12.5% of cells), the high value of 292.0 confirms a robust relationship within the dataset.

CORRELATION

The table shows that the relationship between experience of the respondents and HR department's performance

Correlations

	EXPERIENCE OF THE RESPONDENTS	HR DEPARTMENT'S PERFORMANCE
EXPERIENCE OF THE RESPONDENTS	1	.914**
		.000
	150	150
HR DEPARTMENT'S PERFORMANCE	.914**	1
	.000	
	150	150

** . Correlation is significant at the 0.01 level (2-tailed).

RESULT

There is a very strong, positive, and statistically significant correlation ($r = .914$, $p < .001$) between the respondents' experience and their perception of the HR department's performance.

TABLE NO 4.26

ANOVA

NULL HYPOTHESIS

H₀: There is no significant relationship between educational qualification of the respondents and agree level with recruitment and selection process.

ALTERNATIVE HYPOTHESIS

H₁: There is a significant relationship between educational qualification of the respondents and agree level with recruitment and selection process.

ANOVA

EDUCATIONAL QUALIFICATION OF THE RESPONDENTS			Sum of Squares	df	Mean Square	F	Sig.
Between Groups	(Combined)		73.297	3	24.432	142.704	.000
	Linear	Unweighted	59.244	1	59.244	346.032	.000
	Term	Weighted	63.458	1	63.458	370.645	.000
		Deviation	9.839	2	4.919	28.734	.000
Within Groups			24.997	146	.171		
Total			98.293	149			

RESULT

The ANOVA results indicate significant differences in educational qualifications across the groups, $F(3, 146) = 142.704$, $p < .001$. The extremely high F-value and significant linear term suggest a strong and consistent trend between education levels and the measured variable.

SUGGESTIONS

- The process of Recruitment and Selection should be well defined for a rapid response from the person applying.
- The response time from the HR team should be quick and criteria should be judged in accordance with time limit, hence they will not lose the employee to rivals.
- The traditional recruitment and selection methods or procedures should be changed and unconventional methods, like moving towards universities and fresh candidates would help in getting energetic and willing full recruits.
- Panel interviewing is most suitable for now days and is less time consuming so by traditional means of different stages interview should be cut down and this method should be implemented on regular basis.
- The amounts of money spend on the recruitment and selection procedures should be taken in account and more specialized and new ways of procedures should be adopted, which will be beneficial for the organization.
- Staff with greater versatility and flexibility should be recruited to face the upcoming market challenges and who can tackle the unexpected situations.
- The recruiting and selection of staff should be in accordance with the manuals and policies of the company rather than being in favouritism or lack of knowledge.

CONCLUSION

Recruitment and selection process getting very much importance these days in the organization. It is very critical thing to evaluate the human resource. It is a systematic procedure that involves many activities. The process includes the step like HR planning attaining applicant and screening them. It is very important activity as it provides right place at right time. It is not easy not an easy task as organization future is depend on this activity, if suitable employees are selected which are beneficial to the organization it is at safe side but if decision goes wrong it can be dangerous to the organization . So it is an activity for which human resource departments gets very much importance. Recruitment and selection procedure and its important also gets changed as the organization changed.

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