# A STUDY ON RECRUITMENT PROCESS IN ANKURA HOSPITAL

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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 this study focus on understanding recruitment and selection process. Convenient sampling is used in this study. The sample size for the study is 100. The tools that are used in this study are Percentage analysis and Chi square test is used. Keywords:

Recruitment, Selection, Employee.

Introduction:-

Ankura Hospitals is a leading healthcare institution dedicated to providing comprehensive medical services to patients. With a strong focus on patient care, Ankura Hospitals strives to deliver high-quality healthcare services and advanced medical treatments. Established in [insert year], Ankura Hospitals has emerged as a trusted name in the healthcare industry. It boasts state-of-the-art infrastructure, cutting-edge technology, and a team of highly skilled and experienced medical professionals. The hospital is equipped with modern facilities and specialized departments to cater to a wide range of medical needs. Ankura Hospitals offers a broad spectrum of healthcare services, including diagnostic services, medical consultations, surgeries, emergency care, preventive medicine, and rehabilitation programs. The hospital is known for its multidisciplinary approach, where various medical specialties collaborate to provide integrated care to patients. The hospital is committed to maintaining the highest standards of patient safety, confidentiality, and ethical practices. It follows evidence-based medical protocols and ensures compliance with regulatory requirements. The dedicated staff at Ankura Hospitals is compassionate, caring, and dedicated to delivering personalized care to every patient.

Objectives of the Study:-

increase the range of services wherever there are opportunities to meet an area of customer need and demand, on financially viable basis Provide a safe and therapeutic environment for all patient, staff and visitors Increase overall satisfaction rates of patients, employees and visiting medical officers Achieve financial and human resource key performance indicators Maintain clinical indicators below aggregate rate for peer hospital.

VISION STATEMENT: -

To bring healthcare of international standards to this region, to evolve as a premier hospital in the country and to TOUCH the lives of the people we serve through excellence in clinical care, quality and commitment.

MISSION STATEMENT

To provide Hope, Care and Cure. To provide compassionate, accessible, high-quality, cost-effective healthcare to one all. To serve with a patient's first motto and to work towards a patient- centered care. To develop, share and apply new knowledge and technology in the delivery of patient care through research and technology integration. • To play an active role in promoting and improving health within our community and to build a strong, integrated system for regional

Steps to recruiting & selection

The recruitment and selection process in hospitals involves identifying, attracting, and selecting qualified candidates for various positions within the healthcare organization. Here's an overview of the typical steps involved in this process:

Job Analysis: Hospital management conducts a thorough job analysis to determine the specific requirements, responsibilities, and qualifications for each position. This helps in creating accurate job descriptions and identifying the key skills and competencies needed.

Job Posting: The hospital advertises job vacancies through various channels such as online job portals, hospital websites, professional networks, and local media. The job postings include essential details like job title, description, qualifications, experience required, and application instructions.

Application Screening: The hospital's HR team reviews the received applications and resumes to shortlist candidates who meet the minimum requirements. They assess applicants based on their education, relevant experience, certifications, and other criteria specified in the job description. Interviewing: Shortlisted candidates are invited for interviews. Hospitals typically conduct multiple rounds of interviews to evaluate candidates' suitability for the role. The interview process may include phone or video interviews, panel interviews, and face-to-face interviews with HR representatives, department heads, and potential team members.

Skills Assessment: Depending on the position, hospitals may require candidates to undergo skills assessments or tests to evaluate their technical knowledge and capabilities. For example, nurses may be asked to perform a practical nursing skill demonstration or take a written exam.

Background Checks: To ensure the credibility of candidates, hospitals often perform background checks, including verification of educational credentials, employment history, professional licenses, and certifications. This step helps to confirm the accuracy of the information provided by applicants.

Reference Checks: Hospitals commonly conduct reference checks by contacting the provided references to gather insights into the candidate's work ethic, performance, and professional conduct. These references can be previous supervisors, colleagues, or other individuals who have worked closely with the candidate.

Decision Making: Based on the interviews, assessments, background checks, and reference feedback, the hiring team evaluates each candidate's suitability for the position. They select the most qualified individual who aligns with the hospital's mission, values, and job requirements.

Job Offer: The selected candidate is extended a formal job offer, which includes details such as compensation, benefits, work schedule, and any other pertinent terms and conditions of employment. The candidate may negotiate certain aspects of the offer before accepting.

Onboarding: Once the candidate accepts the job offer, the onboarding process begins. This involves completing necessary paperwork, orientation sessions, training, and familiarization with the hospital's policies, procedures, and facilities.

It's important to note that the specific recruitment and selection process may vary slightly between hospitals due to organizational policies, local regulations, and the nature of the position being filled.

METHODOLOGY: -

1.Primary: based on questionnaire, sample size: 50
2. Secondary data, various newspapers, prior projects.

QUESTIONNAIRE
1.How many rounds were in the interview.?
1.1
2.2
3.3
4.4

2.How many minutes gap was there between each round.?
1.10min
2.15min
3.30min
4.1hour

3.What kind of tests did you have to go through during the interview.?
1.Psychometric test
2.Grouo discussion
3.Aptitude
4.Personal interview
5.others

4.Is the organization doing timeliness recruitment and selection process.?
1.Yes
2.No

5.Identify the source from where you came to know about the job.?
1.Consultant
2.Campus
3.E-recruitment
4.Personal reference

6.What are the sources for recruitment and selection.?
1.Internal
2.External
3.both

7.How was the approach of management during the recruitment.?
1.Serious&positive
2.Casual
3.Negative

8.Was there any physical/medical examination that was conducted during the recruitment.?
1.Yes
2.No

9.Was there any training given to you after you was selected.?
1.Yes
2.No

10.How would you rate the company's interview panel.?
1.Excellent
2.Good
3.Satisfactory
4.Poor

11.What do you think about the recruitment &selection process.?

1.Satisfactory

2.Un satisfactory

12.Would you refer your friends/relatives to work with this company.?

1.Yes

2.No
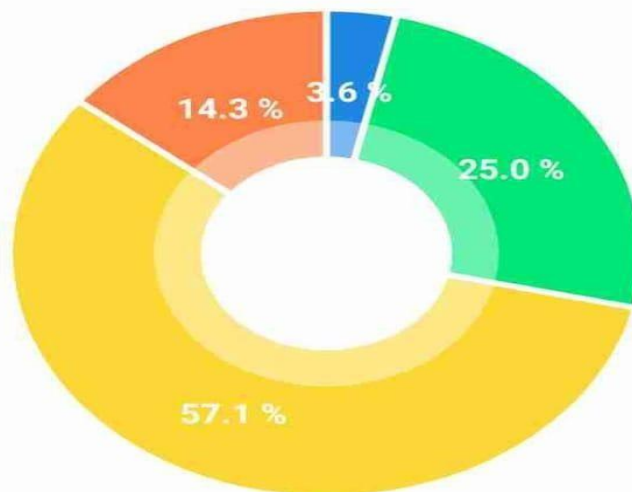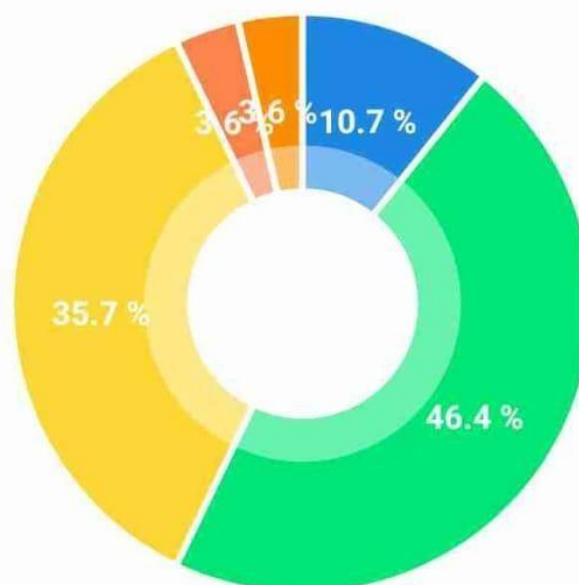
How many minutes gap was there between each round?
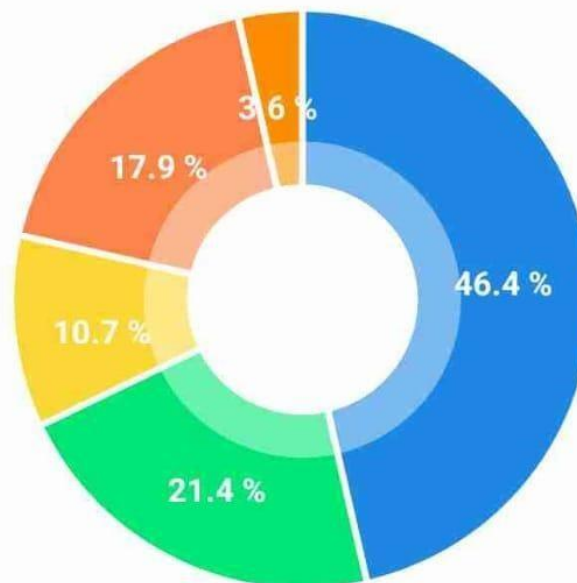
## PIE CHART

- 10minutes - 3
- 15minutes - 13
- 30minutes - 10
- 1hour - 1
- others - 1

what kind of tests did you have to go through during the interview?

## PIE CHART

- Psychometric test - 13
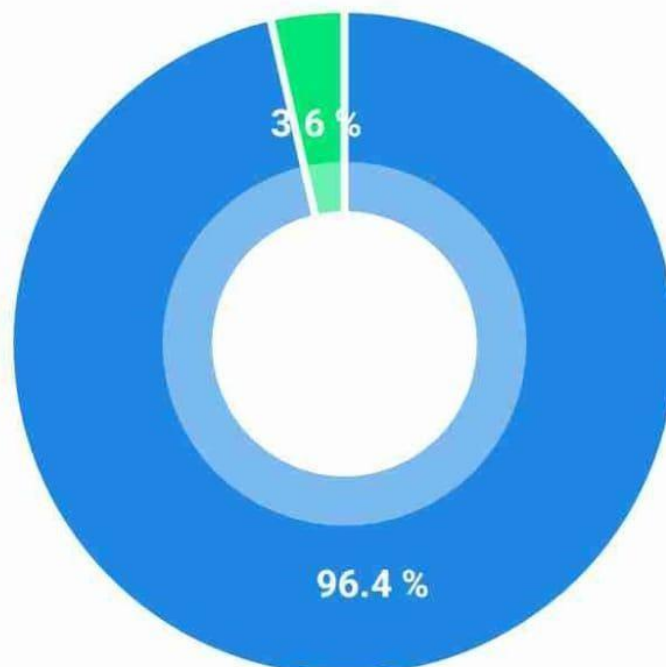- Group discussion - 6
- Aptitude - 3
- Personal interview - 5
- others - 1

Is the organization doing timeliness recruitiment and selection process

PIE CHART

- yes - 27
- no - 1

Identify the source from where you came to know about the job?

## PIE CHART

- Consultant - 9
- Campus - 7
- E-recruitment - 3
- personal reference - 9

## what are the sources for recruitment and selection
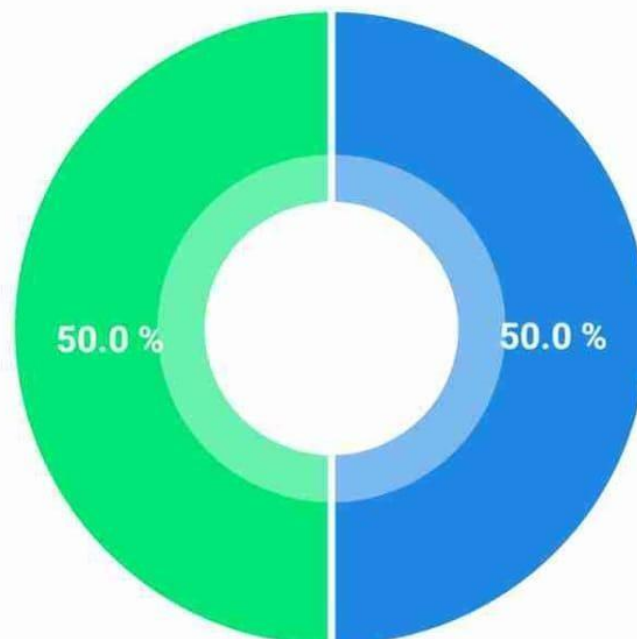
### PIE CHART

- internal - 7
- external - 13
- both - 8



28.6 %     25.0 %

46.4 %
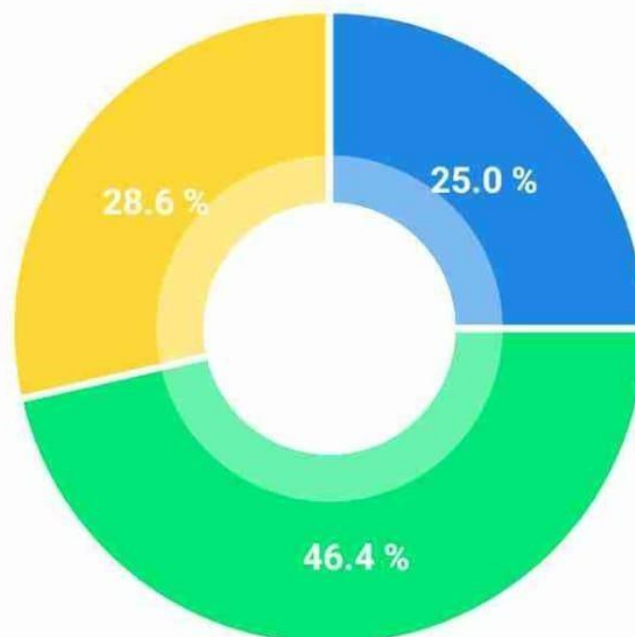
Was there any physical/ medical examination that was conducted during the recruitment

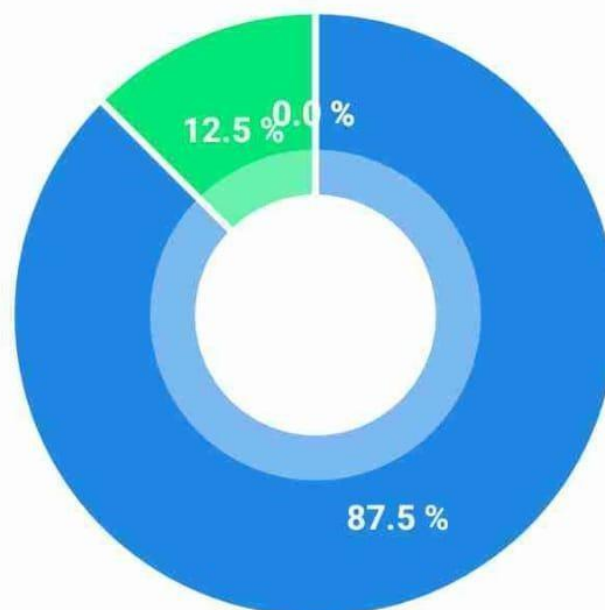**PIE CHART**

Yes - 14
No - 14

50.0 %          50.0 %

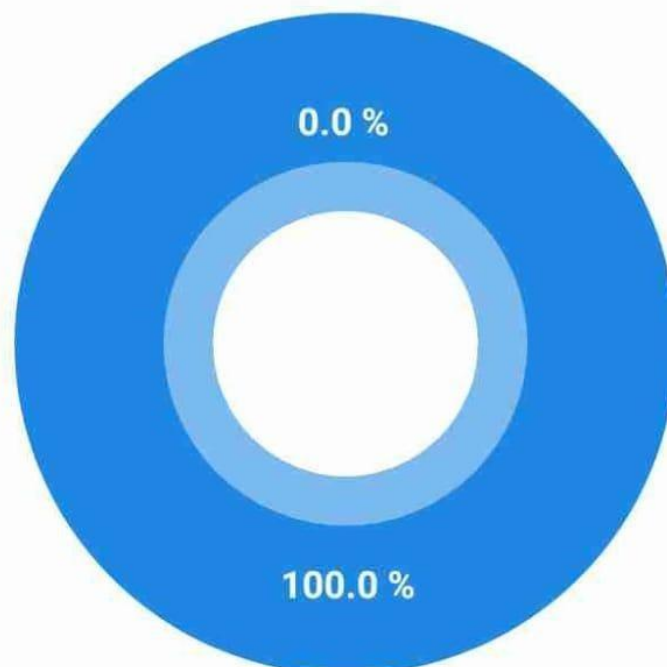How would you rate the company's interview panel

## PIE CHART

■ Excellent - 7

■ Good - 1

■ Satisfactory - 0

■ Poor - 0

## What do you think about the recruitment &selection process

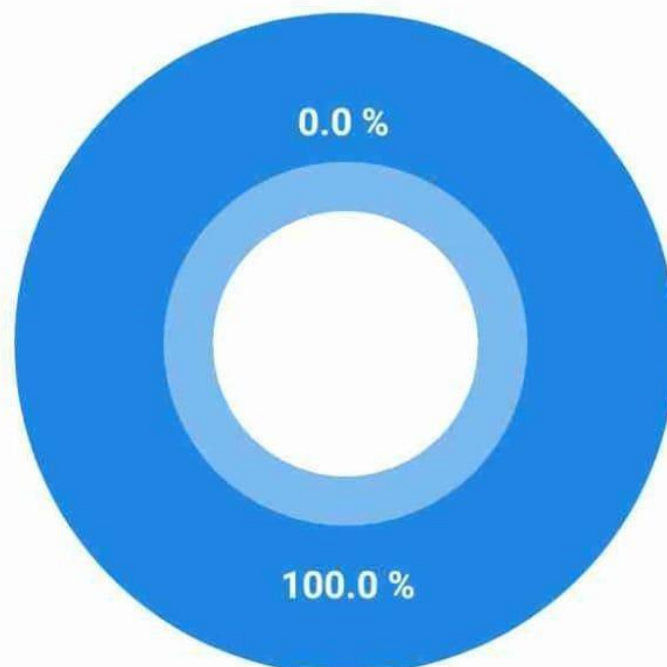### PIE CHART

- Satisfactory - 8
- Un satisfactory - 0



0.0 %

100.0 %

Would you refer your friends/relatives to work with this company

## PIE CHART

Yes - 8

No - 0



0.0 %

100.0 %

CONCLUSION :-

A company's recruitment and selection process is the best way to achieve success in the business world. Sales managers should decide on the requirements of the job and the type of person who should be able to fulfill them.

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