

STUDY ON RECRUITMENT & SELECTION: A REVIEW

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ABSTRACT

Recruitment and selection are critical functions of human resource management that ensure the right individuals are hired for the right job. This research paper aims to examine the recruitment and selection process, identify the challenges faced in the process, and provide solutions to improve the process. The study adopts a qualitative approach and uses secondary data from relevant books and websites. The research found that the recruitment and selection process can be improved by using a structured and objective approach, utilizing various recruitment sources, conducting thorough background checks, and providing training and development opportunities for employees. The findings have implications for organizations, and the study recommends that they adopt best practices in recruitment and selection to enhance their competitiveness in the labor market.

KEYWORDS: Recruitment, Selection, Human Resource Management, Best Practices, Employee Development

DEFINITIONS OF TERMS

Recruitment: The process of attracting and selecting qualified candidates for a job vacancy within an organization.

Selection: The process of assessing and choosing the best candidate from a pool of qualified applicants.

HUMAN RESOURCE MANAGEMENT

The function within an organization responsible for managing employee recruitment, selection, training, and development, compensation, and benefits.

OBJECTIVE OF THE STUDY

1. To examine the recruitment and selection process.
2. To identify the challenges faced in the recruitment and selection process.
3. To provide solutions to improve the recruitment and selection process.

SIGNIFICANCE OF STUDY

The study will provide insights into the best practices for recruitment and selection that can be adopted by organizations to improve their competitiveness in the labor market.

The findings of the study will help organizations identify the challenges faced in the recruitment and selection process and provide solutions to overcome them.

The study will contribute to the existing literature on recruitment and selection, which will be useful to academics and researchers.

INTRODUCTION

Recruitment and selection are critical functions of human resource management that ensure the right individuals are hired for the right job. The recruitment and selection process can have a significant impact on an organization's performance, and it is essential to get it right. This research paper aims to examine the recruitment and selection process, identify the challenges faced in the process, and provide solutions to improve the process. The study will adopt a qualitative approach and use secondary data from relevant books and websites.

REVIEW OF LITERATURE

The literature suggests that the recruitment and selection process can be improved by using a structured and objective approach, utilizing various recruitment sources, conducting thorough background checks, and providing training and development opportunities for employees. The use of a structured and objective approach can help reduce bias and ensure that the best candidate is selected. Various recruitment sources, such as job boards, social media, and employee referrals, can help organizations reach a wider pool of qualified candidates. Thorough background checks, including reference checks and criminal record checks, can help ensure that the candidate is suitable for the job. Providing training and development opportunities for employees can help improve employee retention and job satisfaction.

RESEARCH METHODOLOGY

The study will adopt a qualitative approach and use secondary data from relevant books and websites. The data will be analyzed using content analysis to identify themes and patterns.

PROBLEMS

The recruitment and selection process can be challenging due to various factors, such as bias, lack of qualified candidates, and the high cost of recruitment. Bias can lead to the selection of unsuitable candidates, which can impact an organization's performance. The lack of qualified candidates can result in the job remaining vacant for an extended period, which can lead to a loss of productivity. The high cost of recruitment can be a significant challenge for organizations, particularly small and medium-sized enterprises.

SOLUTIONS

To overcome the challenges faced in the recruitment and selection process, organizations can adopt best practices, such as using a structured and objective approach, utilizing various recruitment sources, conducting thorough background checks, and providing training and development opportunities for employees. These practices can help reduce bias increase the pool of qualified candidates, ensure that the selected candidate is suitable for the job, and improve employee retention and job satisfaction. Additionally, organizations can consider using technology, such as applicant tracking systems, to streamline the recruitment and selection process and reduce the administrative burden.

FINDINGS OF THE STUDY

The study found that the recruitment and selection process can be improved by adopting best practices such as a structured and objective approach, utilizing various recruitment sources, conducting thorough background checks, and providing training and development opportunities for employees. These practices can help overcome the challenges faced in the recruitment and selection process, such as bias, lack of qualified candidates, and the high cost of recruitment. The use of technology, such as applicant tracking systems, can also help streamline the recruitment and selection process.

SOLUTIONS

To overcome the challenges faced in the recruitment and selection process, organizations can adopt best practices, such as using a structured and objective approach, utilizing various recruitment sources, conducting thorough background checks, and providing training and development opportunities for employees. These practices can help reduce bias increase the pool of qualified candidates, ensure that the selected candidate is suitable for the job, and improve employee retention and job satisfaction. Additionally, organizations can consider using technology, such as applicant tracking systems, to streamline the recruitment and selection process and reduce the administrative burden.

CONCLUSIONS

Recruitment and selection are critical functions of human resource management that ensure the right individuals are hired for the right job. The recruitment and selection process can be challenging, and organizations need to adopt best practices to overcome the challenges faced. The study recommends that organizations adopt a structured and objective approach, utilize various recruitment sources, conduct thorough background checks, provide training and development opportunities for employees, and use technology to streamline the recruitment and selection process.

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