

**EMPLOYEE RECRUITMENT AND SELECTION PROCESS IN GEE KEY HUMANS
RESOURCES PVT LIMITED IN CHENNAI****Authors****Ms.S.Gowsalya¹ Mrs.V.Tamilselvi² Dr.B.Velmurugan³**¹II Year MBA, NPR College of Engineering & Technology, Natham, Dindigul²Mrs.V.Tamilselvi, Assistant Professor, Department of Management Studies, NPR College of Engineering and Technology, Natham, Dindigul³Dr.B.Velmurugan, Professor & Head, Department of Management Studies, NPR College of Engineering and Technology, Natham, Dindigul**ABSTRACT**

Better recruitment and selection strategies result in improved organizational outcomes. With reference to this context, the research paper entitled Recruitment and Selection has been prepared to put a light on Recruitment and Selection process. The main objective is to identify general practices that organizations use to recruit and select employees and, to determine how the recruitment and selection practices affect organizational outcomes at SMC Global Securities Ltd. The research methodology applied is the exploratory. The data was collected through well-structured questionnaires. The source of data was both primary and secondary. Sample size was 101. Data analysis has been done with the help of SPSS software. The company considered portals as the most important medium of hiring employees. The employees working in the company consider the employee references are one of the most reliable source of hiring the new employees. Company always takes in consideration the cost-benefit ratio.

Keywords: Recruitment, Selection, Reference, Interview, Hiring, Performance.

INTRODUCTION

Acquiring and retaining high-quality talent is critical to an organization's success. As the job market becomes increasingly competitive and the available skills grow more diverse, recruiter need to be more selective in their choices, since poor recruiting decisions can produce long-term negative effects, among them high training and development costs to minimize the incidence of poor performance and high turnover which, in turn, impact staff morale, the production of high quality goods and services and there tension of organizational memory. At worst, the organization can fail to achieve its objectives there by losing its competitive edge and its share of the market Human resource department plays a crucial role in this process. The backbone of any successful company is the HR department, and without a talented group of people to hire, culture, and inform employees, the company is doomed for failure.



Recruitment and selection process is an searching for and obtaining a pool of potential candidates with the desired knowledge, skills and experience to allow an organization to select the most appropriate people To fill job vacancies against defined position descriptions and specifications. Recruitment and selection process are tracking applicants and applications and Reviewing resumes. Applicant tracking systems (ATS) are becoming extremely helpful to Employers, and this technology aids in the management of job vacancies and applications for Every open position.

FACTORS AFFECTING THE RECRUITMENT:

- The Size of the Organization.
- The Employment Conditions in the community where the organization is located.
- The effects of past recruiting effort swchich show the organization's ability to location retain the good performing people.
- Working conditions, salary and benefit packages offered by the organization

RECRUITMENT LIFE CYCLE



STATEMENT OF PROBLEM:

A solid recruitment and selection process can help convince top management candidates that reduces turnover and absenteeism and selection process improve the employee engagement and my study on recruiting and selection in Gee Key Human Resource Private Limited give me to scope to know in detail about the different techniques and method adopted by Gee Key Human Resource Private Limited to train their employees very effectively.

In many problems regarding their employees recruiting and selection process are fail to hiring the employees for their organization and they are not bring any progress with themselves and no tstay longer



in their organization. Now a day seven I fan HR Professional creates positive candidate experience, the ultimate challenge is selecting the ideal candidate for the Position. Picking an unfit candidate may result in future issues and a decline in revenue, productivity or employee relations preventing this by implementing best practices as early as possible in the selection process is critical. by understanding this, it is essential to conductance rviews in a specific ways to find a candidate who fits the position and the company's culture.

OBJECTIVE OF THE STUDY

PRIMARY OBJECTIVE

- To Study the recruitment and selection process of the gee key human resource private limited.

SECONDARY OBJECTIVE

- To know the perception of employees regarding recruitment and selection process. □
- To know the recruitment process followed in gee key human resource private limited. □
- To know the selection process followed in gee key human resources private limited. □
- To understand the HR policies pertaining to recruitment and selection □
- To get feedback of the executive trainees on the mode of recruitment

SCOPE OF THE STUDY

To study the recruitment & Selection process will make the organization to a do a continuous improvement in recruitment & Selection process. This will provide the scope for further studies, to be conducted for betterment in these respected areas. This study can be used to measure the satisfaction level of recruitment & Selection Process. This is study will be useful to find out the different sources & techniques used in the recruitment and selection procedure The company understands effectives sources in recruitment & selection procedure .this study will be useful to interview and test short listing candidates. This study can be used as a based for further researchin this area.

RESEARCH DESIGN

The research design used in this project is descriptive in nature. The descriptive research is study in an attempt to obtainall relevant and accurate descriptive of the situation. A descriptive study is designed to describe details of the problem. Descriptive research includes surveys and fact findings enquiries of different kinds

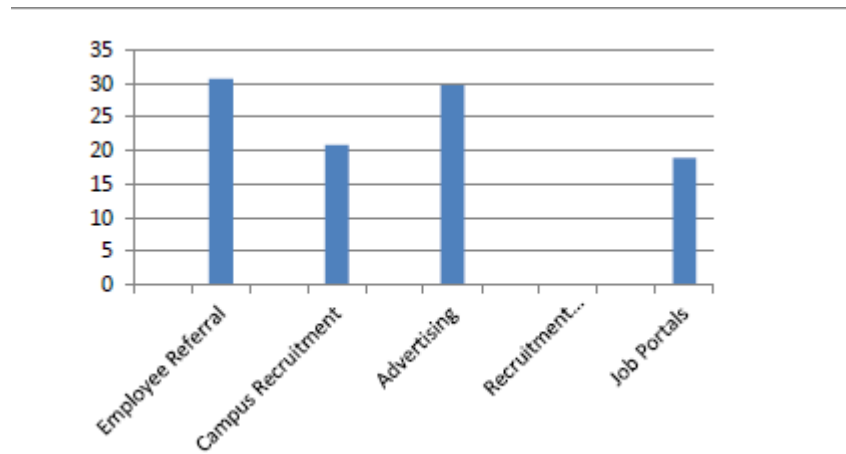
RESEARCH METHODOLOGY

The research was done in order to understand the Recruitment and Selection Process followed at Gee Key Human Private Limited and the perception of the employees from all the cadres regarding it. In order to get the right kind of people in right place in the right time the organization should have the specific and clear personnel, policies and recruitment methods which are essential for the growth of the organization. Hence it was necessary to conduct are searchon the process.

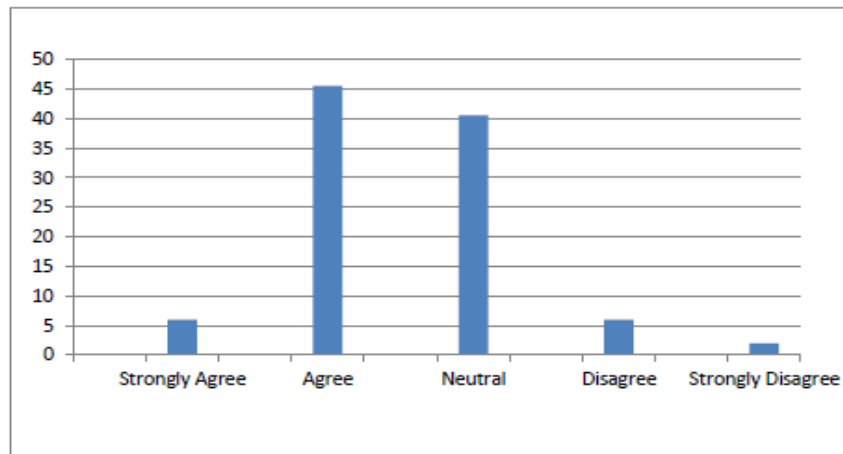


DATA ANALYSIS AND INTERPRETATION

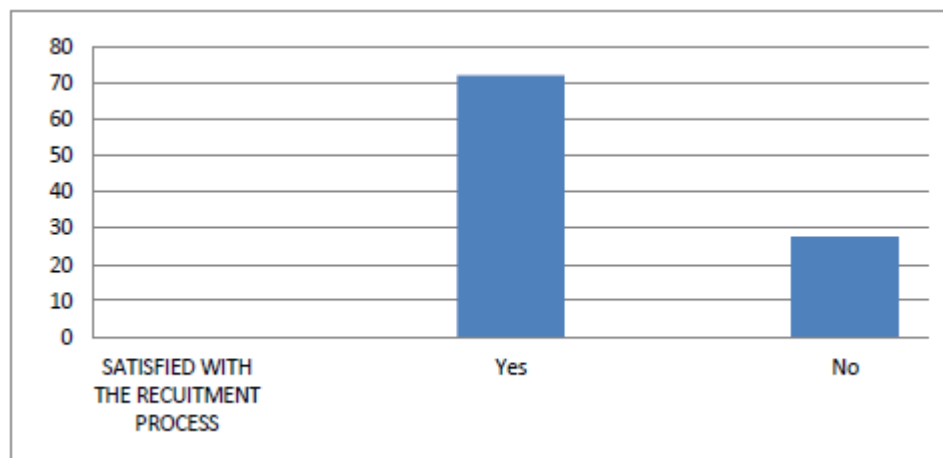
SOURCE OF RECRUITMENT



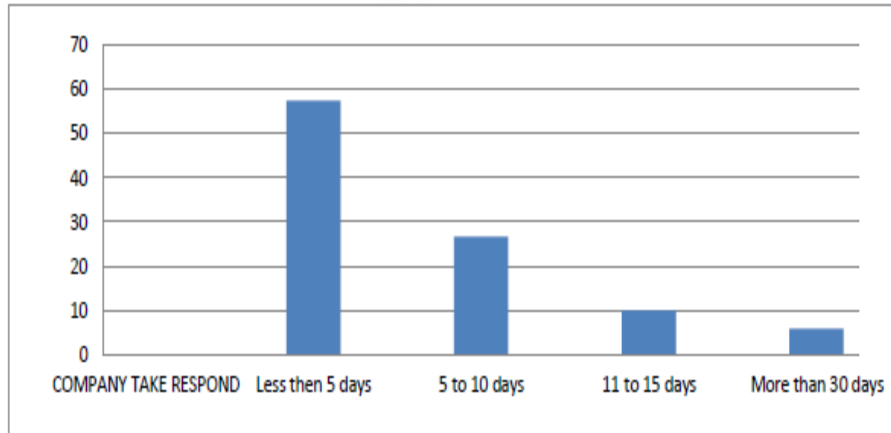
SATISFIED WITH THE RESUME SCREENING



SATISFIED WITH THE RECRUITMENT PROCESS



RESPOND OF THE QUERIES



SUGGESTION

- The company should use the time properly during recruitment process.
- The company can focus on their advertisement to attract their clients.
- The company can also adopt decentralized recruitment process.
- The company should give opportunity to the male candidates.
- The company can also go for outsourcing for the recruitment

CONCLUSION

This presents the summary of the study and survey done in relation to the Recruitment and Selection in Gee Key Human Resources Private Limited. The conclusion is drawn from the study and survey of the Company regarding the Recruitment and Selection process carried out there. The recruitment Process at Gee Key Human Resources Private Limited to some extent is done objectively and therefore lot of bias hampers the future of the employees. Most of the employees were satisfied but changes are Required according to the changing scenario as recruitment process has a great impact on the Working of the company as a fresh blood, new idea enters in the company. 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.

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