International Journal of Engineering Research and Science & Technology

www.ijerst.org

ISSN : 2319-5991

Vol. 21 No. 3 (1) 2025



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editor@ijerst.com

International Journal of Engineering Research and Science & Technology

ISSN 2319-5991 www.ijerst.com
Vol. 21, No. 3(1), 2025
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Research Paper

RECRUITMENT AND SELECTION AT HARMONY COMPANY LTD.

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Received: 05-6-2025 Accepted: 05-7-2025 Published: 13-7-2025

ABSTRACT

The study evaluates Harmony Company Hyderabad's recruitment and selection procedure. To recommend advanced technology and strategies for hiring the right individual. The study may assist the recruitment team enhance their policies and processes to increase recruitment effectiveness and efficiency.

This analysis adds theoretical elements to the project and informs Harmony firm hyderabad. The study's methods, findings, conclusion, and suggestions aim to help Harmony Company Hyderabad implement the study's recommendations. The report only covers Harmony Company Hyderabad's HR Department. The study only covers firm recruitment and selection.

The Harmony Company Hyderabad recruitment and selection process is the project's main focus. The secondary goals are to assess employers' perceptions of various recruitment sources, interview process and interviewer effectiveness, final and HR discussion process effectiveness, employee views on medical test quality, technical interview standard, and overall satisfaction with compensation features.

INTRODUCTION

Recruitment and Selection is a significant activity in HRM, intended to expand employee quality so as to meet the business' key objectives and targets. To put it plainly, Recruitment and Selection is the way toward sourcing, screening, short posting and choosing the correct possibility for the filling the required empty positions.

Recruitment is the procedure by which employing offices build up a practical candidate pool from which contracting and advancement choices are made. In any case, preceding recruitment, position depiction is fundamental while selection incorporates every one of the exercises, from the underlying screening meeting to physical assessment whenever required, that exist to settle on viable selection choices.

A total, exact and current position depiction is the establishment for arranging and leading the recruitment exertion. It ought to be yshould never express an inclination for particular age, race or national cause. In extremely uncommon case sex can establish a bonafide word related capability.

Valid-This implies they are characteristically occupation related and foresee fruitful execution of the activity.

Defensible-This implies they are perceived as authentic in the field connected to the position.

Objective and Measurable-It ought to be as target and quantifiable as could be allowed. The more abstract capability the more noteworthy the need to foreordain how it will be subjectively surveyed.

The extent of Recruitment and Selection is extremely wide and it comprises of an assortment of

tasks. Assets are considered as most significant resource for any association. Thus, employing right assets is the most significant part of Recruitment. Each organization has its very own example of recruitment according to their recruitment arrangements and system.

Recruitment alludes to the way toward sourcing, screening, and choosing individuals for work or opening inside an association. In spite of the fact that people can embrace singular parts of the recruitment procedure, mid and enormous size associations by and large hold proficient enrollment specialists.

The recruitment procedure in India is planned so that every competitor gets the ideal profile as indicated by its very own decision. Spot the applicant from the correct profile, the best work recruitment organizations, the arrangement is the finish of most Indian occupation recruitment offices.

NEED FOR THE STUDY

- To display hypothetical casing work identifying with recruitment and selection
- To examine the general recruitment and selection process.
- To assess different recruitment and selection techniques.
- To dissect the effect of recruitment and selection program on the presentation of the employees.
- To contemplate improvement techniques followed in the association.
- To show discoveries and proposals of the investigation.

SCOPE OF THE STUDY

The extent of the examination is constrained to the recruitment and selection practices followed in Harmony Company Ltd, a protection private part under taking. The extent of the examination is limited to the recruitment & selection of the developers led by Harmony Company Ltd, the investigation barred HR angles, for example, showcasing the executives, budgetary administration. The extent of the examination is restricted to Gachibowli unit as it were.

OBJECTIVES OF THE STUDY

- To study the recruitment and selection process followed by Harmony Company Ltd
- To find the opinion of the employees regarding recruitment and selection process in Harmony Company Ltd
- To know the drawbacks existing in the recruitment policy of the Harmony Company Ltd

RESEARCH METHODOLOGY

Methodology is scientific and systematic search for pertinent information on specific topic. The reliability of management decision depends upon the quality of data. Basically we have two types of data:

- Primary data.
- Secondary data.

Primary data can be collected either through experience of through survey. Those, which are, collected a fresh and for the first time and thus happen to be original in character that is called primary data. Primary data can be collected in the following ways:

1. By observation.
2. Through personal interview
3. By mailing of questionnaires.

Secondary data means data that are already available that is they refer to the data which have already been collected and analyzed by someone else and which have already been pass through the statistical process is called secondary data. Secondary data may either be published data or unpublished data that data are available. the design for this study is descriptive in nature. Research design is the specification of methods and procedures for acquiring the needs.

It basically consists of three elements like. Plane, structure, strategy, The plane is an outline of research scheme on which the research is to work. The structure of research is a more specific outline or the scheme. Strategy shows how the method is carried out, specifying the methods tobe used in the collection and analysis of data.

LIMITATIONS OF THE STUDY

1. Sampling size is restricted to only certain limited employees.
2. The survey may not reflect the opinion of the entire employees.
3. These may be a chance of personnel bias.
4. Data analysis is done totally based on the information i.e., collected from the questionnaire.
5. Information provided is mostly of secondary data. So accuracy of the study is limited.

REVIEW OF LITERATURE

Recruitment is the way toward finding and urging potential candidates to go after existing or foreseen position openings. It is really a connecting capacity, consolidating those with employments to fill and those looking for occupations. Recruitment, intelligently, goes for Recruitment are the way toward finding and urging potential candidates to go after existing or foreseen position openings. It is really a connecting capacity, consolidating those with occupations to fill and those looking for employments. Recruitment, legitimately, goes for 'Ideal individual for the correct activity' is the fundamental rule in recruitment and selection. Ever association should offer consideration regarding the selection of its labor, particularly its administrators. The usable labor is similarly significant and fundamental for the organized working of a venture. Each business association/unit needs labor for conveying diverse business exercises easily and proficiently and for this recruitment and selection of reasonable competitors are fundamental.

INTERIOR RECRUITMENT

Interior recruitment looks for candidates for situations from inside the organization. The different inside sources incorporate.

PROMOTING

A typical piece of the enrolling procedure, frequently incorporating numerous media, for example, the Internet, general papers, work promotion papers, proficient productions, window commercials, work focuses

ONBOARDING

"On boarding" is a term which depicts the way toward helping new employees become gainful individuals from an association. A well-arranged presentation enables new employees to turn out to be completely operational rapidly and is regularly incorporated with another organization and condition. On boarding is incorporated into the recruitment procedure for maintenance purposes. Numerous organizations have on boarding efforts in wants to hold top ability that is new to the organization, battles may last somewhere in the range of multi week to a half year.

E-RECRUITMENT

The popular expression and the most recent patterns in recruitment is the "E- recruitment" Also known as "Online recruitment", it is the utilization of innovation or the electronic apparatuses to help the recruitment procedure. The device can be either a vocation site like naukri.com, the association's corporate site or its own intranet. Numerous enormous associations use Internet as a wellspring of recruitment. E- recruitment is the utilization of innovation to help the recruitment procedure. They publicize work opportunities through overall web.

INDUSTRY PROFILE

RECRUITMENT TRENDS IN INDIA

The recruitment sector experiences ebbs and flows, similar to many others. It follows the pattern of how competing businesses grow and evolve. But it boasts a significant advantage due to its advertised "products"—trained people. Every economy relies on having skilled personnel.

Paying top salary and giving tempting bonuses, companies in a country with a strong economy enticed top talent. When the global economy crashed, many Indian firms also took a hit. Regularly, salaries were reduced and workers were let go. Recruiters seized the opportunity to hire the best and brightest from the flood of new applications that occurred at this time.

As India's economy shows indications of recovery from the recession, the hiring market has seen some notable shifts. Because of the recession, these have an impact on both businesses and those looking for work.

The current employment conditions are in line with the trends observed in the market:

- Recruitment agencies are currently facing a shortage of qualified applicants due to the higher demand for jobs compared to the available positions.
- Candidates face significant challenges in selecting the appropriate recruitment agency due to the industry's lack of diversity. A lot of recruitment agencies seem the same and don't really provide anything unique.

RISE OF THE PLACEMENT INDUSTRY IN INDIA

One option is to hire a third party to handle HR operations. Research from Gartner, Inc. indicates that 80% of businesses are using outside help with human resources in some capacity. There has been a rise in the hiring and placement of experts in human resources due to the growing trend of businesses outsourcing this function.

BENEFITS OF RECRUITMENT FIRMS

Outsourcing has several advantages and is rational for many reasons. Outsourcing helps businesses save money on administrative and recruiting tasks, which is a major perk. They can accomplish this by reducing the amount of work they undertake for transactions. If a company outsources some of its less important tasks, it will free up internal resources to concentrate on what it does best.

Experts in human resource management, like placement consultants, are prepared to deal with all the challenges that arise during the recruiting and retention processes. In most cases, PEOs partner with SMBs that are seeking to join in an effort to reduce expenses and increase efficiency. Employee support and outplacement are just two of the many services they can offer.

Jobs can be found through a variety of sources, including companies, firms, and recruiting and placement agencies. If they are interested in applying for a job, they can do so online and even receive an interview. The needs of the business and the qualifications of the candidates dictate the best approach to the recruitment process. It is critical for any organisation to have the appropriate individual running for a position on its board of directors.

When it comes to workforce solutions, no one does it better than the specialists at Human Resource Solution Providers. Implementing effective workforce management methods and choosing the right individual are two of them. The fast development of new business models has necessitated constant change in the staffing market.

When it initially opened its doors, HR Solution Providers changed everyone's perspective on personnel management. Its extensive suite of employment solutions has allowed it to become an integral element of its clients' strategic partnerships.

A lot of different players operate in India's staffing market. Among its many offerings are financial, engineering, sales, and information technology services. Retail and aviation are two of the industries that the government has recently sought to attract foreign direct investment (FDI) in, which should lead to an uptick in jobs. It is believed that the country's economic potential will attract large multinational businesses (MNCs) as well.

COMPANY PROFILE

The Hyderabad-based HR employment agency Harmony Company is expanding rapidly. Exclusively serving the information technology industry, our firm offers permanent and contract staffing solutions. In this cutthroat industry, we know what our customers want and expect from us. "Connecting the best people to best jobs" is thesole objective of our distributed workforce in India.

Our clients are free to concentrate on what they do best because we take care of all their recruitment needs.

KEY STRENGTHS:

1. Identifying and screening active and passive job applicants through a unique blend of time-tested systems and creative recruitment techniques.
2. A large internal database containing all of the current candidates, organised by level andlocation, is available.
3. Each top customer has their own dedicated staff of two to five people that work solely ontheir needs.
4. A group of HR recruiters that are both highly qualified and exceptionally skilled in all areasof recruitment.
5. Headhunting and executive search will be the exclusive focus of a dedicated freelance team.
6. Our staffing options are budget-friendly.

1. PERMANENT STAFFING

We at Harmony Company Hyderabad know how crucial people are to any company's success. When you work with us, we'll find a candidate that is a good fit for your open position and company culture.

By thoroughly analysing the employment needs, we can do market mapping, find
and evaluate prospective individuals, and process them more effectively. We assess a candidate's character, demeanour, communication abilities, and fundamental technical abilities in relation to the job description.

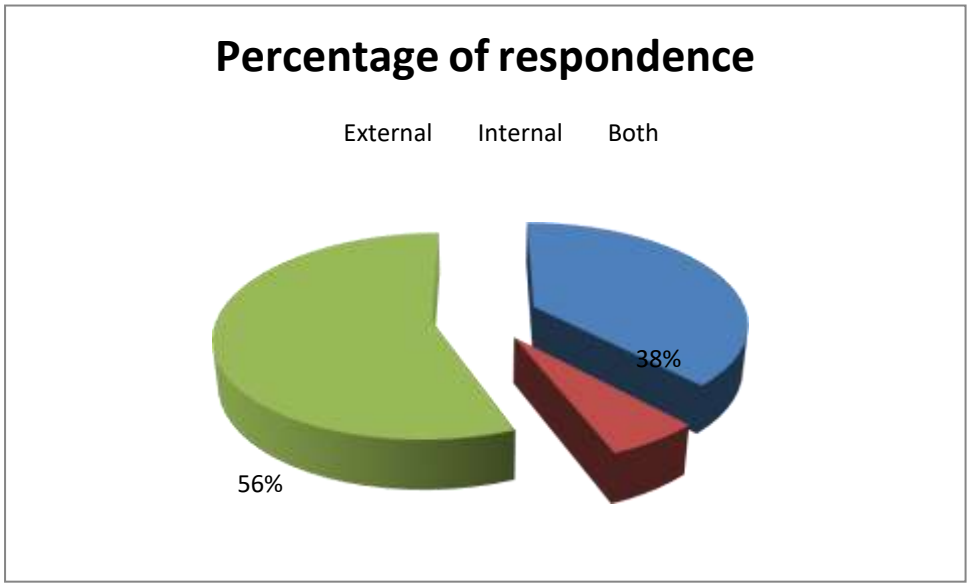
Offering a variety of permanent staffing options, ATM is a process-and quality- driven organisation that includes

1. Standard Staffing: Entry-level and mid-level executives
2. Search for Senior Level Managers
3. On-the-job hiring: International assignments

DATA ANALYSIS AND INTERPRETATION

Table indicating response regarding source of recruitment.

S.No	Options	Number of respondents	Percentage of respondence
1	External	38	38%
2	Internal	6	6%
3	Both	56	56%
4	Total	100	100%



INTERPRETATION

From the above table and chart it can be observed that the 38% employees felt that the company is going for external sources only, 6% felt the company is going for internal sources and 56% felt that the company is going for both the sources.

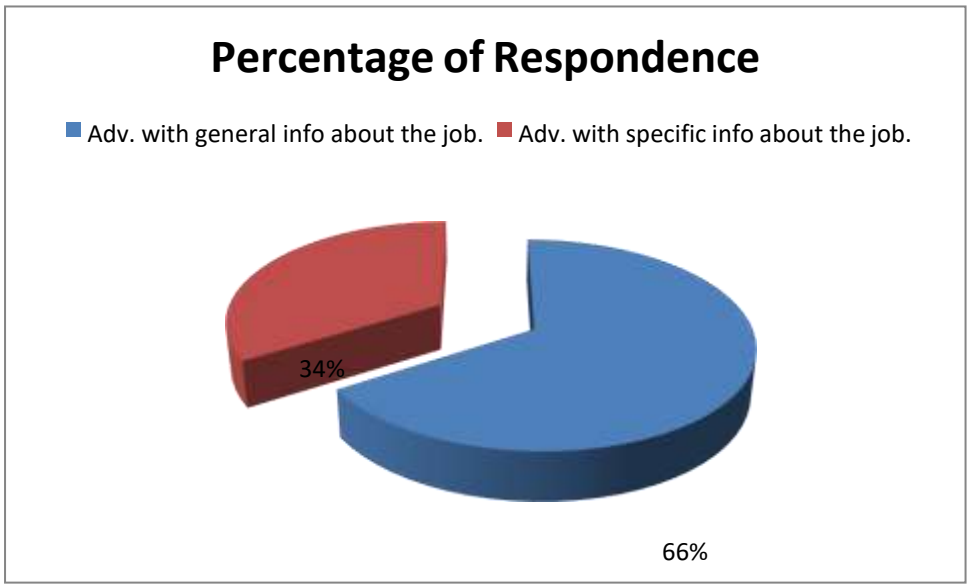
From the analysis we can conclude that most of the employees have given response to both.

Table-5.2

Table Indicating response regarding which kind of advertisement theemployers

S.No.	Options	Number of respondents	Percentage of Respondence
1.	Adv. with general info about the job.	66	66%
2.	Adv. with specific info about the job.	34	34%
3.	**Total**	**100**	**100%**

CHARTNO: 5.2



INTERPRETATION

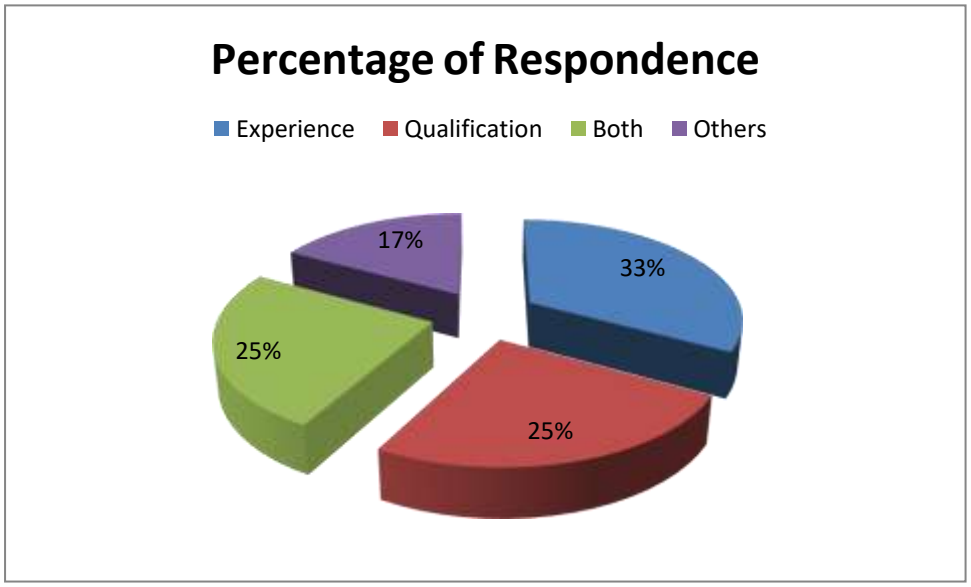
From the above table and chart it is observed that, the advertisement for general information about the job is 66% and for specific is 34%. So, the corporation gives advertisement for recruitment is more for specific information about the job. From the above analysis we can conclude that most of the employees have given response to Adv. with general info about the job.

Table – 5.3

Table indicating response of the following attributes is taken into consideration while filling up vacancies.

S. No.	Options	Number of respondents	Percentage of respondence
1	Experience	33	33%
2	Qualification	25	25%
3	Both	25	25%
4	Others	17	17%
5	**TOTAL**	**100**	**100%**

CHART NO: 5.3



INTERPRETATION

From the above table, and chart while observing the basis for corporation filling the vacancies by the candidate's experience and qualification i.e. Both is 25%
i.e. 25 and others is 17% i.e. 17 and only experience is 33% i.e. 33 and qualification each is 25% i.e. 25. So, corporation takes the candidates who have experience and qualification both

FINDINGS

- From the study it is inferred that all the employees are fully aware of recruitment and selection policy.
- From the study the company is using both internal and external sources for the recruitment.
- From the study the advertisement with specific information about the job is prepared.
- From the study it is observed that the company gives more importance to experience candidates in recruitment process.

SUGGESTIONS

- It is suggested to give more importance to freshers while recruiting for the reasonsthat they have up to latest knowledge, high energy levels and motivation levels and innovative talent.
- The company can cash such skills suitably through providing them with appropriate training and development. Fresh blood injects vitality into the organization structure.
- It is suggested to the company to conduct recruiting of employees through in- depth-interview. In-depth interviews through suitable multi-faceted panel members like technical experts, HR experts, psychologists, behavioral scientists and so on can through much focuson the all level integrity of the candidate for proper exploration and identification of the originality and honesty levels of the candidates from multi point view of selectors.

CONCLUSION

From the above study it can be concluded that the company has to make possible steps to improve the recruitment and selection practices in the company. The company has to give importance to advertisements for recruitment process in print media. The company may conduct aptitude test and group discussion to know the employee capability, patience, employee technical skills. Taking the feedback on the recruitment and selection process from the candidates is preferable. It is better to

give time to time intimation about the commencement of the selection process. The policy makers, executives, academicians & researchers have to work together to improve the recruitment and selection procedures for better shift in the context of globalization for the satisfaction of all the stake holders andbetter organizational quality and standards.

In conclusion, effective recruitment and selection are essential for Harmony Company to build a talented and capable workforce that can navigate the complexities of the financial services industry. By implementing the suggestions provided, Harmony Company can streamline its hiring processes, attract top talent, and ultimately strengthen its competitive position in the market. Clear job role definitions, diverse sourcing channels, thorough candidate screening, and a focus on industry knowledge and cultural fit are key components of successful recruitment strategies. Additionally, ongoing investment in training and development, as well as a commitment to diversity and inclusion, will help Harmony Company cultivate a high-performing team capable of driving innovation and delivering value to clients. Regular review and refinement of recruitment practices will ensure that Harmony Company remains agile and responsive to evolving market dynamics. With these approaches in place, Harmony Company can position itself for sustained success in the dynamic and demanding world of financial services.

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