

A PROJECT REPORT

(18MBAPR407)

on the Topic

**“A STUDY ON RECRUITMENT AND SELECTION WITH REFERENCE TO SMARTRIED
SOFTWARE TECHNOLOGIES PRIVATE LIMITED”**

By

PAVITHRA R

USN: 1CY18MBA36

MBA 4th Semester

Submitted to VISVESVARAYA TECHNOLOGICAL UNIVERSITY, BELAGAVI
in partial fulfillment of the requirements for the award of the degree of
MASTER OF BUSINESS ADMINISTRATION

Under the Guidance of

INTERNAL GUIDE

Prof NAMITA P KONNUR

Assistant professor

Department of Management
Studies

CMR Institute of Technology
BENGALURU

EXTERNAL GUIDE

MR KRISHNA S

HR manager

Smartried Software
Technologies Private
Limited

BENGALURU



DEPARTMENT OF MASTER OF BUSINESS ADMINISTRATION

C M R INSTITUTE OF TECHNOLOGY

#132, AECS Layout, ITPL Main Road, Kundalahalli,
BENGALURU-560037

June/July 2020

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June/July 2020

CERTIFICATE



Date: 16th February 2020

TO WHOMSOEVER IT MAY CONCERN

This is to certify that, **Pavithra.R USN1CY18MBA36**, a student of CMR Institute of Technology, Bengaluru has Undergone her internship Project with us from 02nd January 2020 to 16th February 2020.

During this period, she was involved in projects pertaining to 'Recruitment and Selection' at Smartried software Technologies Pvt Ltd.

Her performance on the projects assigned and her conduct was found to be good

We wish her success in her future endeavors.

For SMARTRIED SOFTWARE TECHNOLOGIES PVT LTD


Krishna S
HR DEPARTMENT

Smartried Software Technologies Pvt Ltd.

6th Floor, Gamma Tower
Sigma Soft Tech Park, White Field Main Road
Varthur Kodi, Bangalore-560066, Karnataka, India

Tel: 080-95591444
E-mail: info@smartried.com
www.smartried.com



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CamScanner

DECLARATION

I, PAVITHRA R hereby declare that the Project report entitled “ **A STUDY ON RECRUITMENT AND SELECTION WITH REFERENCE TO SMARTRIED SOFTWARE TECHNOLOGIES PRIVATE LIMITED**” prepared by me under the guidance of Ms NAMITA P KONNUR faculty of MBA Department, CMR Institute of Technology and external assistance by MR KRISHNA S HR DEPARTMENT SMARTRIED SOFTWARE TECHNOLOGIES PRIVATE LIMITED also declare that this project work is towards the partial fulfillment of the university regulations for the award of degree of Master of Business Administration by Visvesvaraya Technological University, Belagavi. I have undergone a summer project for a period of six weeks. I further declare that this project is based on the original study undertaken by me and has not been submitted to any other University/Institution for the award of any degree/diploma.

Place: **BENGALURU**

Date:

Pavithra R

PAVITHRA R

USN:1CY18MBA36



ACKNOWLEDGEMENT

I have been fortunate enough to get good timely advice and support from a host of people to whom I shall remain grateful.

I take this opportunity to express my heartfelt thanks to **Dr. Sanjay Jain**, Principal, CMR Institute of Technology, Bangalore, for his support and cooperation to undertake and complete the project work.

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It gives me immense pleasure to record my thanks to my Internal Guide, **Prof Ms NAMITA P KONNUR**, assistant professor of the Department of MBA of CMR Institute of Technology, Bangalore, for her valuable guidance and untiring support and cooperation in completing the project work.

I acknowledge the insights provided by my External Guide, **MR KRISHNA S HR DEPARTMENT SMARTRIED SOFTWARE TECHNOLOGIES PRIVATE LIMITED** which helped me to a great extent in completion of the project work.

And finally, there is deepest of thanks for the patience and cooperation of the family and friends, without whom the endeavour would not have been possible.

PAVITHRA R

USN : 1CY18MBA36

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EXECUTIVE SUMMARY

Human Capital are an organisation's most valuable commodity. An organisation's success or loss depends primarily on the caliber of the individuals employed in it, without the constructive and innovative commitment of people, organisation cannot advance and succeed. Thus, in order to accomplish an organization's aims or objectives, they need to hire individuals with the required expertise, expertise and experience.

Recruitment is described as "a method for finding manpower sources to meet the personnel plan requirements and to employ effective initiatives to recruit the manpower in appropriate quantities to promote effective selection of an productive workforce."

The employer must convey the vacancy in such a manner that job seekers respond in order to draw applicants to the work. To order to be cost-effective, the recruiting process will draw eligible candidates and have ample knowledge to identify unqualified individuals

CHAPTER 1

INTRODUCTION

1.1: INDUSTRY PROFILE

Human Resource is the company's department that discovers, reviews, recruits and trains job applicants and oversees employee-benefit programs. When companies are reorganized to achieve a strategic advantage, human resources play a vital role in helping organizations deal with an ever-changing environment and increasing demand for high-quality employment.

IMPORTANCE AND SIGNIFICANCE

- Good HR workplaces are central to a worker-organized, productive working environment in which members are empowered and locked up. Here's the explanation why.

- HR lifestyle shows. Many groups claim that HR has the way of life, but as with all other representative partnership problems, I recommend the ownership to be shared among all employees.

- HR reports general skills administration aspects. HR directs the direction of Administration Creation, Execution Administration, Improvement Structure, Vocation Types, and Diverse Pieces of Knowledge Administration in conjunction with various supervisors. HR can not do it alone, and relies heavily on the directors

- HR undertakes the cumulative selection of an unrivaled workforce. However, by and by HR can not do this alone should provide support in obtaining chiefs who are additionally responsible for choosing a prevalent workforce. HR has to offer authority, plan, book support, get an organized procedure, arrange forms of enrolment, talk with master, test determination, and that's just the start.

- HR proposes advertising-based pay rates and creates a comprehensive critical remuneration system. HR offers the Chiefs authority as they agree to pay for their organizations.

- HR tests, advises and implements compensation programs in the workforce that recruit and retain the best employees. HR is also responsible for monitoring the expenditures and reviewing the budgets for various options previously proposed.

- It is the responsibility of HR to recommend and implement individual and corporate processes to further the achievement of the association's main objectives. HR will lead the way for proactive systems and processes if the company changes direction, introduces new products, extends mission , vision, or goals.

- HR provides with participants with issues or disputes with the organization and advises executives and supervisors who are searching for a more effective way to interact with actual workers. Not all adores each other so they have to create productive working relationships for collaborations and profitability. HR can benefit by getting to know the players and coming up against the crucial aspect of the backer, coach or possibly heading between.

- HR ensures that the culture at work involves exercises, activities, parties, workshops, field trips and opportunities for group building. Specific people organize and upgrade activities with or without HR assistance, but the HR leader is primarily responsible for managing and coordinating the financial program.

- The importance of HR in the busy day-to-day work climate is not necessarily apparent, but the relationship will be less successful without any of these measures

IMPORTANT COMPONENTS OF HUMAN MANAGEMENT RESOURCES RECRUITMENT AND SELECTION



RECRUITMENT

Individuals are an important part of both organisations, too. Without their human capital neither organization can operate. Now this is a day, an extraordinarily complex and demanding state. The appointment of the best individual in the right place would have implications for the operation of the organization. Well-selected and well-positioned staff not only contribute to the company 's productive service. Planning in human resources that helps to assess the number and form in employees on the corporate needs. It is a process by which the real business works and how a possible nominee works May be used to make him / her eligible for the right kind of job.



MEANING

Recruitment is the process for identifying prospective employees and encouraging them to apply for positions in the business. If more people are applying for work, there is room for hiring more candidates. On the other hand, the job hunters are always looking for a business that would offer them jobs. Recruitment is a networking process that brings those with work and those seeking employment together.

DEFINITION

According to Edwin B. Flippo, "To apply inside an job agency is a way of looking for and compelling prospective employees.

According to Yoder, recruitment is the method of "discovering manpower reserves to meet the hiring plan criteria and taking appropriate steps to attract manpower in adequate quantities to promote an appropriate segment of the existing labor force."

OBJECTIVES OF RECRUITMENT

- ✦ Encourage the potential of the business to recruit, maintain and improve the best talents and expertise.
- ✦ Evaluate the company's personnel requirements identified in accordance with operational and mission assessment exercises.
- ✦ Create a list of candidates to encourage managers to pick the best candidate for the right position.
- ✦ Each organization shall be responsible for hiring and choosing new personnel in the initial timeframe as a part of the extension and development of its business activities.

PROCESS OF RECRUITMENT

- Define and establish sources where the number and type of staff needed is available.
- Develop efficient methods for recruiting qualified applicants and applying candidate recruitment techniques.
- Inspire and motivate as many candidates as possible to apply for jobs regardless of the number of candidates.

SOURCES OF RECRUITMENT

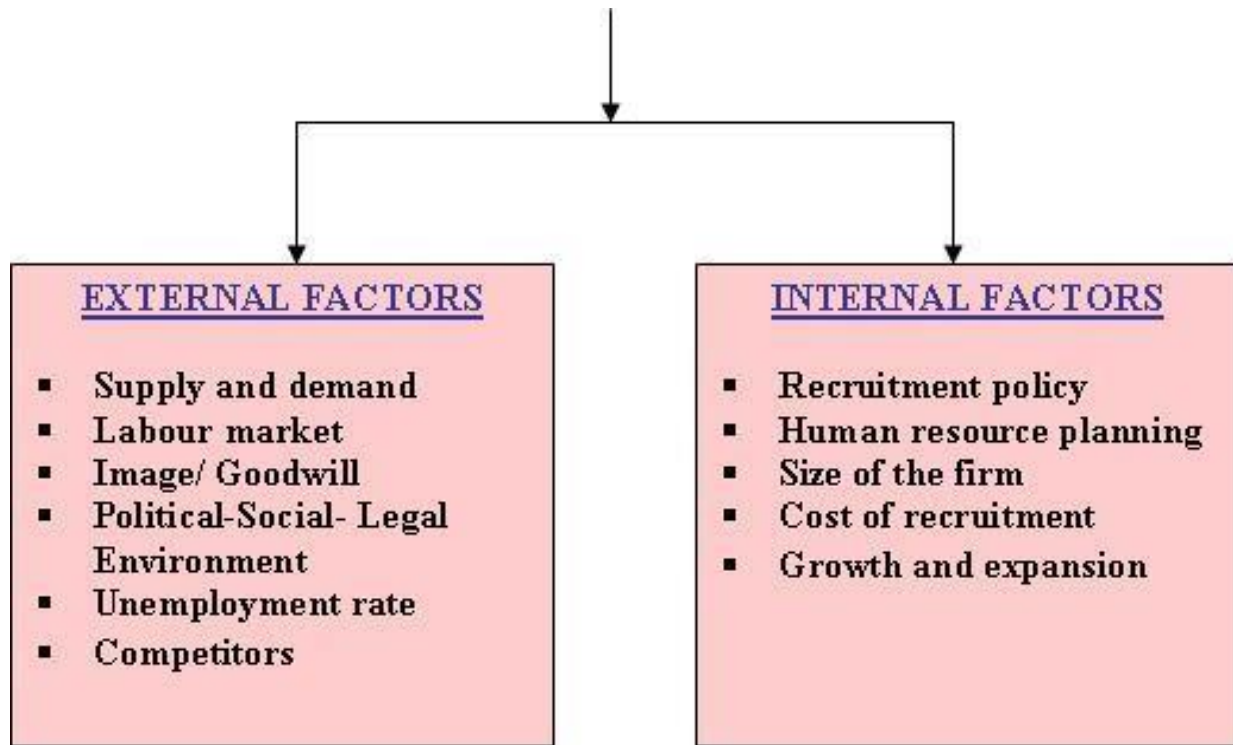
Internal sources

- ✦ Use of internal recruiting as a motivational tool is critical
- ✦ Workers' productivity should be improved.
- ✦ The suitability of internal applicants can be best decided than external candidates, as they are more tested devils than novice angels.
- ✦ Loyalty commitment is strengthened by the sense of identity and wellbeing of the employee.
- ✦ The union should be satisfied.
- ✦ Job protection should be ensured.
- ✦ The cost of preparation, recruiting, orientation, business acceptance time would be that.

External sources

- ✦ Organizations investigating external sources for the following reasons:
- ✦ Usually, candidates with credentials, experience , expertise, etc. are appropriate.
- ✦ Candidates can be selected without bias or preconceived notions.
- ✦ Labor expenses can be minimized because they are usually included in the standard wage scale chosen from this list.
- ✦ The business will pass on new expertise , skills, technical or artistic talent
- ✦ The combination of human capital should be balanced to various cultures, experiences, expertise, etc.
- ✦ Many companies should also find practice, skills and competence

FACTORS AFFECTING RECRUITMENT



RECRUITMENT METHODS

- Recruitment practices refer to the manner in which an company handles potential job seekers. Recall that management methods are distinct from staffing tools. The biggest distinction between the two is that while the former is how to establish partnerships with prospective applicants, the second is when prospective workers should be found. Stephen divided the recruiting methods roughly into three groups. Those are the following:
 - Direct method
 - Indirect method
 - Third party method

Direct method : In this system the organizations' members are sent to possible applicants in the educational and training institutes. They build connections with the candidates seeking a job. Mostly the way people practice management, engineering, medical programmers, etc. are brought on board.

Indirect method : this method involves advertisements for newspapers , radio and television, in specialized journals, scientific journals, etc.

Method of third parties : This following includes the use of private employment agencies, management consultants, voluntary organization, commercial banks, labor contractors, etc.

SELECTION

Management was seen as the most important part of the HR team. It means the company has the right number, the right kind of employees in the right place , at the right time.

A way of hiring candidates (out of the pool of work applicants) with the requisite skills and experience to fill the vacancies in the organisation is to choose the means to be chosen.



DEFINITION

According to Dale L Yoder, Selection is a process divided into classified candidates-those who can be offered a job and those who are not .

According to Thomas Stone " Selection is the method of differentiating applicants to find those with a higher probability of work success ."



SELECTION PROCESS

Place of receipt: place where applicants can obtain their profile for an appropriate post for the requested advertisements

To determine applicants' suitability for a job, applicants must be interviewed with the HR Manager. Such as age, employment, experience, pay expectation, aptitude, location preference, etc. Fill out and apply the application form before you're pleased and eligible.

Application Blank: Form or application is the traditional method of collecting information about the applicants' various aspects. References to academics, policy, environmental, historical, and research.

Content: family background, marital status, profession, extracurricular details

Selection tests: the test is a systematic, objective assessment of the individual's behaviour, results or attitudes.

Variety of tests:

Smart tests: These are evaluations of analytical capabilities.

Aptitude assessments: These assessments prove a person has the potential to quickly and efficiently learn a given task.

- The test of personality
- Checking attainment
- Simulation Examinations
- Assessment Checks

Selection interview: oral review of applicants for the profession.

Interview Type

- Interview, non-directive / unstructured
- Structured interview / Directive
- Interview with the condition
- Interview of the conduct
- Interview of the pain
- Interview with the panel

Medical examination: fit for service physically and mentally.

PREMIUM Evidence checks: The HR department will be involved in checking the references after the interview and medical review have been completed.

2 or 3 qualification references + University degrees, honors, work results etc. should be familiar with these sources.

No Recruitment decision: if the selection would have economic, behavioral and social implications

Decisions were either accepted or rejected.



Recruitment Vs Selection :

Recruitment and selection are both stages of the work cycle.

- ✦ The difference between the two is: unaffected hiring is the process of finding job applicants and encouraging them to apply for work in the business, while selection is the sequence of steps in which applicants are screened to find the most appropriate job applicants.
- ✦ The basic recruiting objective is to build a qualified pool of applicants to help the company find the best applicants by motivating more and more workers to apply to the company, while the basic selection process is to select the right applicant to fill different roles within the organization.
- ✦ Recruitment is a positive process , i.e. motivating more employees to apply, while selection is a negative process because it allows inadequate candidates to be rejected .

- ✦ Recruitment requires the use of human resources while screening requires several interviews and tests to find the most appropriate candidate

- ✦ No employment arrangement occurs because the selection results in a contract of service between the employer and the chosen employee.

- ✦ To attract and inspire an increasing number of applicants to apply within the company.

- ✦ Worker recruitment in a cycle that links the workforce.

- ✦ Raise the overall expense of the candidate's career

- ✦ Help to increase the success rate of the selection process by dramatically raising the number of professional or over-qualified job applicants

- ✦ Help to increase recruitment opportunities for job seekers and plan to leave the company after only a short time.

- ✦ Satisfies the organizations' ethical and social obligations with regard to the composition of their staff.

- ✦ Begin the selection and preparation of prospective career applicants as eligible candidates.

- ✦ Increase productivity in the workplace and in traditional companies

1.2:COMPANY PROFILE

Date of established	MAY 20 2004
Revenue	30.5452(Rupees in millions)
Market cap Address	6 th floor gamma block sigma soft tech park near , Varthur Kodi,Bengaluru,Karnataka 560066
Directors	JYOTHI PRASAD LALAPETA and KRISHNA SAMIREDDY MURTHY
Business operations	Engineering
Back ground	Smartried Software Technologies was set up in 2004 in a technical
Financial Income	RS 50 million
Auditors	Deloitte Haskins and sells
Status	Listed

MISSION STATEMENT

Our mission is very simple: winning awards, innovation and high quality ...
Lack of big and medium brands that have not embraced the new technologie

VISION STATEMENT

Smart web design and development company award winning To be recognized as an influential, creative and profitable HR consulting partner. Via our One Stop HR Shop we are your Certified HR Partner!

QUALITY POLICY

We offer services to the finance, capital markets and insurance sectors in software, IT infrastructure management , and business operations.

Customers can interact with us by choosing a set of business-outcome-based approaches, selecting a la carte from the list of initiatives below, or by both.

Expect in Banking and Financing

Customer experience management: Balance customer experience and organizational productivity by simplifying, fulfilling, meaningful and consistent customer interaction

Risk and enforcement: Meet regulatory guidelines and requirements for reporting compliance

Alternative Application Support and Maintenance (ASM): Transforming a cost-driven ASM service into a business-aligned, constructive, problem-solving feature that delivers customer satisfaction and lean resourcing.

Management reports: Enhancing quality of operations.

Policy management systems: Leverage key services technology that provides insurers with knowledge and organizational efficiency to build robust strategies focused on consumers.

Wealth and wealth management: Improve sales and reduce costs when working with high-touch, value-added customers by improving customer acquisition and support through app revamps and shared specialist service

SERVICES PROVIDERS

IT Consulting Service

It's no secret that talent is driving increase in business. Having the right people with the right expertise at the right position is key to your success. Driven by the need to create the pool of eligible applicants, many recruiters spend much of their time interviewing candidates and actually hiring very little time

Our team will be able to manage the entire recruitment / hiring process from work identification to onboarding the new partnership, including personnel, infrastructure, system and reporting.

Our customers have experienced time-to-hire reduction, improved candidate pool efficiency, verifiable candidate metrics, reduced cost and increased compliance.

Despite a tremendous and fluctuating environment the IT job market continues to gain strength. In the present situation, both seeking professional development services to fulfill short-term needs or increasing the IT services of an enterprise to meet crucial project deadlines can be very difficult. We are continuing to develop and build our recruiting capability and experience with more than 15 years of expertise in the staffing field.

The IT job market is continuing to gain strength in a vast and fluctuating climate. In the present situation, it can be very difficult to both seek professional development services to meet short-term needs or increase an enterprise's IT capability to meet crucial project deadlines, We keep growing and building on our recruitment capacity and expertise.

With more than 15 years of staffing expertise, we are continuing to grow and expand our recruitment capacity and experience.

We build long-term relationships; 90 per cent of our customers are repeat customers and we empower them to meet their current and future business needs and develop efficient, agile, flexible workforce.

Digital marketing solution

Internet marketing is the backbone of the development and effective selling of online services and goods. Also known as e-marketing , web marketing , online marketing, and I, the fact that internet marketing is so interactive when properly conducted makes it an attractive practice instantly.

Our web marketing company will be able to provide you with elicited and instant feedback directly applicable to your industry and even individual business by targeting your target audience and existing online customers.

Optimisation of Search Engines

Pay-per-Marketing Click

On Page SEO

Social Media Marketing

Website optimisation

The Markey Alternative

Google Gasoline Products

Global Undertaking

Enterprise resource planning

Enterprise Resource Planning (ERP) is business management software that uses a network of integrated applications to help a company control its business. ERP Software covers all aspects of an enterprise including processes for product development, production , manufacturing, sales and marketing.

Usually ERP Software consists of several business software solutions which are purchased separately, depending on what best meets the unique requirements and technological capabilities of the organization. -- module of ERP focuses on one field of business processes, such as product creation or marketing.

Some of the more common ERP modules include those for product planning , product sourcing, inventory management , distribution, accounting , marketing, finance , and human resources.

As the ERP approach has become more popular, technological tools have evolved to help business managers integrate ERP into other business processes, and they can also incorporate CRM and Business Intelligence modules and market them as a combined single product.

Our ERP-Solution:

ERP University & Institute: Prep, college

ERP Internet Service

ERP Special Business

ERP Wide Scale

Educational ERP(Colleges / Education)

ERP Finance

By collecting information in a fast and easy database, we facilitate the process and help you make a well-versed decision

SWOT ANALYSIS

Smart Solutions Private Limited's swot analysis includes a full swot analysis of the firm's undertakings and activities. The profile provides a detailed description of the company's key strengths and weaknesses and the future opportunities and threats

Strengths

- Barriers to joining the market
- Diminished labor costs
- Inland market
- Highly professional work force

Weaknesses

- Benefit to the future
- Motivation and involvement of staff

Opportunities

- Expanding sector for many chances of success
- Competitors are cautious in implementing new technologies
- Growth and Rentability
- New Achievements

Threats

- Competition rising and productivity reduced
- Tax transfers
- Rules of Law

ANALYSIS OF FINANCIAL STATEMENTS

IN LAKHS

SL NO	PARTICULARS	31.03.2017	31.03.2018	31.03.2019
1	SHARE CAPITAL	153.00	184.02	200.05
2	RESERVE FUND	214.23	262.02	106.52
3	NET WORTH	254.42	182.78	125.65
4	INVESTMENTS	125.36	237.36	388.25
5	LOANS BORROWED	156.56	125.63	533.02
6	DEPOSITS	258.00	238.70	291.10
7	NET PROFITS	221.00	148.56	384.26

CHAPTER 2

CONCEPTUAL BACKGROUND AND LITERATURE REVIEW

2.1: THEORITICAL background

Smart Information Technology Private Limited was created on May 20, 2004 as a privately held brand. It is listed as an ungovt organization and is registered with the Registrar of Bangalore Business. The authorised share capital is Rs. 20,000,000, and their paid-up capital is Rs100,000. It is engaged in such disciplines as financial, banking, bookkeeping and auditing; tax consulting; business research and surveys of public opinion;

Smart an award-winning web design and production company in India strives to offer world-class mobile responsive websites, designed to fulfill your purpose and evolve along with your organization, so we put our best efforts into every website project thinking it as our own website.

Smartried provides high-end IT technologies for businesses. We offer the best of online solutions for your company which will enable you to excel in your company.

Our team members collaborated with several successful entrepreneurs and major corporations to develop the best IT technologies for the various industries. We develop and propose innovative concepts, values, strategies and methods for customer service. We still concentrate on important information and leave out unnecessary or irrelevant data to maintain a high degree of professionalism. We believe in committed engagement in providing assistance post-implementation.

In order to retain a high degree of professionalism, we often concentrate on critical details and leave out insignificant or meaningless data. We believe in committed commitment to provide post-implementation assistance.

Smart App Technology Private Limited's Annual General Meeting (AGM) was final

According to the Ministry of Corporate Affairs (MCA) papers, held on 30 September 2019 and its balance sheet was last filed on 31 March 2019.

The fabrication offices are based in Bangalore, extending the luxurious green condition cross-sectionally over the last 16 years. Indian smart solution continuously designed to finish the favorite hotspot for power noticeably by pressure Specific SMARTRIED SOLUTION stands for the administration of price benefits and the partnerships that are managed by thought.

The research opportunities and new roads that appear in various sections of the corporate sector call for the piece of a run of the individual mill center to act as a forum between buyers and retailers, shippers and exporters. Therefore, this administration offices all to go to a conventional forum structure in the corporate world, turning the physically gigantic earth into a small community worldwide. Exchange India is a noteworthy item needed in this mission which restricts purchasers and merchants under the Smart Solution

2.2:LITERATURE REVIEW

Human Resource Management theories,

According to Korsten (2003) and Jones et al . (2006), Emphasize recruitment and selection techniques and outline the benefits of interviews, evaluations and psychometric examinations as a selection process for employees. They also claimed that recruiting procedures may be internal or external, or may also be conducted electronically. Normally, this approach focuses on recruitment techniques, work posting and knowledge, advertisement, position application and hiring, assessment, decision taking, systematic selection and planning

Jones et al . (2006) It proposed that recruitment policy representations in the education, corporate or industrial sectors might provide insights into the processes involved in formulating recruitment policies and defining management objectives.

Successful recruitment techniques involve incisive job analysis, scenario / conditions and interviews in the labor market and psychometric testing to determine the potential of job seekers. Small to medium-sized companies often lay their hands on work-related assessments, cognitive competence of candidates for inexperienced professions and corporate social responsibility Some screening methods offered by Jones et al. (2006) cover various types of interviews, role-playing, community meetings, community assignments etc.

Any management cycle involves turnover in recruitment and training, which can lead to problems and unforeseen challenges for any organization including adverse effects on its Insufficient recruiting or training of staff. In addition, insufficient recruitment can result in managers' lack of research or impediments in decision-making, and the ultimate selection process itself may be improved and modified by adhering to management principles. According to these theories, the recruiting process can be dramatically enhanced through the Rodgers seven-point plan, the Munro-Frasers five-fold rating method, informal evaluations and psychological tests .

Alan Price Functions (2007):

In his work Human Resource Management in a Business Context, recruitment and selection is formally characterized as the process of obtaining and attracting capable employment applications. He states that the recruiting process is not a straightforward selection process, although management decision-making and thorough planning are necessary in order to choose the most suitable candidates Existing competition between companies to recruit the most desirable workers on the road to growth, with management decision-making and employers trying to hire only the best applicants who are wouling This will mirror the reality In particular, management will list shortlisted eligible candidates who are familiar with the requirements of the position they are applying to, including team work. As it would be necessary to have the attributes of being a team player in any management role.

2.3:RESEARCH GAP

Customer relationship system

We are modernizing and transforming your CRM systems and processes to help you unify customer data and gain the transparency and actionable insights needed to boost loyalty and ensure profitability . Smartried is unique in its position to support sophisticated CRM strategies, offering comprehensive services from consulting and strategy consulting to IT landscape and process optimization, and implementing and supporting them.

Cloud, web, social media, master data management, real-time analytics tools and modules are among our solutions.

Our services are for you

End to end-customer service strengthened with a clearer understanding of consumer expectations and desires.

Reduced operational challenges during the consumer life cycle, with pre-integration and pre-constructed business processes.

Universal multichannel experience with centralized business functionality

Reduced service costs for optimized operations of the call centers and online portals

A cloud / hosted model that provides the ultimate commercial and technological deployment flexibility.

Improved business agility with innovation in business models and reduced time-market for new services

By compiling the information, we make the process simpler

Documentation management system

Workflow and document management services are offered on an advisory basis and in the form of end-to - end solutions, for almost 10 years.

Smart's main emphasis is on developing products and platform-based applications for ECM, DMS, BPM and Case Management.

We work with leading players around the world to create a DMS and BPM solution to meet the needs of our clients.

We mainly work with Newgen Software, the only company providing a full solution on a single platform.

Gartner Analysts have been evaluating our BPM and ECM products.

Any of the suite 's highlights Comprehensive suite with powerful capabilities in BPM, document management, imaging, scanning, records management

Evidenced

Established track record in large-scale paper management including clients with over 225 million photos in documents.

Complete Capture Solution, well integrated with ECM and Business Process Management (BPM) suite for scanning production and distribution

Robust process engine for execution and real-time orchestration of transactions

Business Activity Monitor (BAM) 360 degree to track process performance

Graphical Process Modeler empowers business users to take the responsibility for creating and modifying workflows

Integration of enterprise processes use Cloud Services, Messaging and the XML API

Certified record management in accordance with regulatory and legal frameworks for long-term controversial content

Company protection class in compliance with the requirements of public agencies, banks and financial services organisations

Able to exploit new investment for existing infrastructure clients

Hospital management system

There has been a major shift over the last year, or so. In the midst of a whirlwind of mergers and acquisitions, the healthcare industry and particularly acute care facilities have found, as a whole, that they lack the capacity to move rapidly internally to assimilate new technologies and adapt to the evolving world.

There are still inefficient and labour-intensive industry methods in operation.

We've seen rapid developments in the application of information technology to almost every business field. This advance is further accelerated by the explosion of Internet growth fuelled by the so-called killer application, the World Wide Website

Ultimately, the Hospital Information Management System (HIMS) incorporates electronic copies of all records generated with written reports from admission to discharge into a single electronic folder, typically clinical testing or billing information.

We reduce the workload, remove missing data and 'loose sheets,' improve access to registered users, maximize protection and include documentation of claims faster.

This condition has made integration almost impossible and the work hides.

HIMS is an eHealth Center. This is a custom web site for every doctor's office. HIMS offers to a physician's office a web application that manages every task. Such activities include billing, arranging meetings, writing prescriptions, keeping charts and records, keeping lab reports & X-rays, etc.

HIMS also offers supervised access to others, in addition to providing access to workers at the office and the doctor. Patients, pharmacists, members of the drug industry and others may have access to HIMS to perform different tasks which the physician's office would otherwise have to perform. MD Offices subscribing to HIMS will benefit from improved productivity.

CHAPTER-3

RESEARCH DESIGN

INTRODUCTION TO RESEARCH DESIGN

This chapter discusses the data sources methodology, data analysis and research Analytical approach, survey analysis and the feedback and limitations of study Reporting.

The work was conceived using a qualitative-model based exploratory approach. This was done with the intention of Analysis with viewpoint of multifaceted boarder. Simple percentage analysis was performed to Alternative to the qualitative research. The research was performed with the assistance of a questionnaire.

The data were collected from a variety of books, websites on the internet and

Articles of different kinds of magazines published have been descriptive in nature.

3.1 RESEARCH DESIGN

It is the condition for the analysis and collection that we carry out Don't get off the road, but it will lead us where we are. Work eliminates hazards The sign proceeds from haphazard collections and ensures it suits the research needs.

3.2 STATEMENT OF THE PROBLEM

The question of hiring the right person, with the right skills in an emergency
SMARTRIED SOLUTION: Complicated situation

3.3 NEED OF THE REVIEW

To get a sense of how SMARTRIED SOLUTION picks and hires

3.4 NEED OF THE STUDY

The study is chosen to assess the viability of the organizational recruiting and selection. This helps the company to learn about the process involved, and where possible to make reasonable changes. Gets a list of qualified applicants to the business. The more the pool is eligible the higher the quest success rate. Hence in this region there is wide scope, as it will help the organization.

- To consider the various forms of recruitment which the organization has to offer.

- Review of all types of recruitment and methods of preference

3.5 OBJECTIVES OF THE REASERCH [Private Solution Limited] Studying the selection and recruiting process. · Describe the various recruitment methods the company uses.

- Various methods observed over the selection process

- • Provide management guidelines to make recruitment and selection more reliable and efficient.

3.6 RESEARCH METHODOLOGY

TYPES OF RESEARCH:

Descriptive research

Descriptive analysis The research process is a descriptive investigative approach used in this project.

Concise Analysis aims mainly at defining the present state of affairs. A Descriptive Report is also a fact-finding inquiry, with a straightforward definition.

The aim of the descriptive analysis is to define the different characteristics of a issue being examined within the organisation.

Form of sampling: Convenience sampling system used for research. **Sampling frame:** For this research the respondents were small employees in Smart Solution India. **Sample size:** Up to 100 respondents was performed in study survey.

3.7 Sources of Data:

Primary data: is collected by using survey aid to administer the questionnaires to employees.

Secondary data: is collected from business reports, records and files related to the collection and recruitment of textbooks, company websites, etc. **LIMITATIONS OF THE Research** Because the nature of the research and its scope require a greater depth in the study for which there was insufficient time, the time factor is also one of the limitations. It is assumed that the responses provided by the employees are accurate and adequate; therefore, the analysis represents the opinions of the employees

LIMITATIONS OF THE STUDY Given that the essence of the research and its scope requires a greater depth in the analysis for which there was not enough time available, the time factor is also one of the study's limitations. The responses given by the employees are presumed to be accurate and adequate; therefore, the analysis reflects the opinions of the employees.

CHAPTER-4

DATA ANALYSIS AND INTERPRETATION

Table : 4.1

Respondents of Age classification

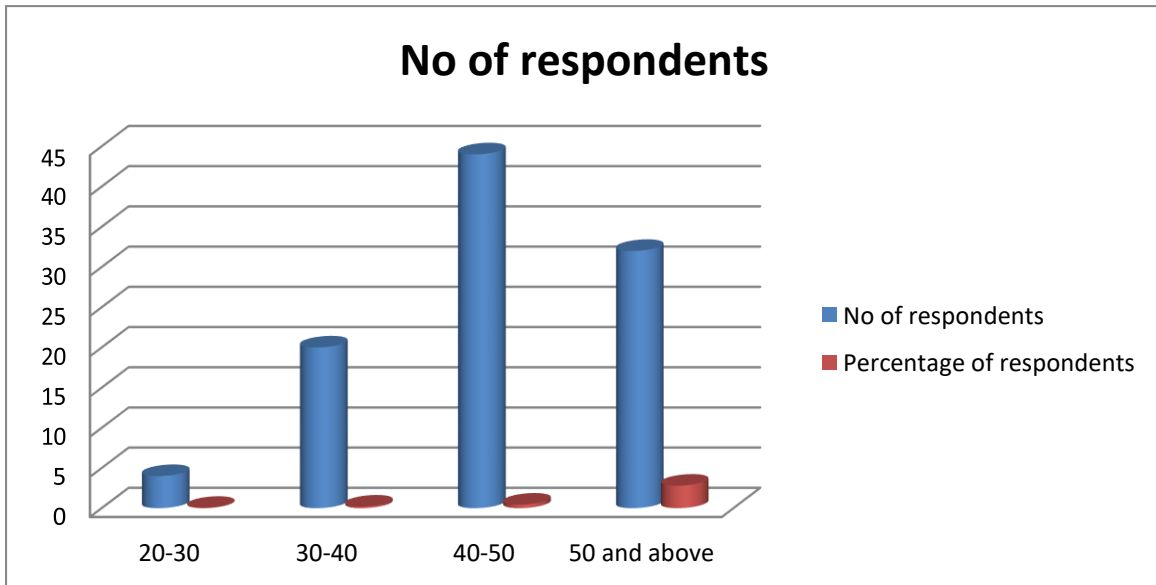
Particulars	Number of respondents	Respondents of percentage
20-30	4	4%
30-40	20	20%
40-50	44	44%
50 AND above	32	32%
Total	100	100%

Table : 1

Showing Respondent Age classification

Graph: 4.1

Graph showing respondents Age classification



INFERENCE:

The above table indicates that Smart Solution Private Limited 's overall age range is 40-50 and about 44 percent, 32 percent is 50 and above and 20 percent is from 20-30 years old.

Table: 4.2

SMARTRIED SOLUTION: Gender classification

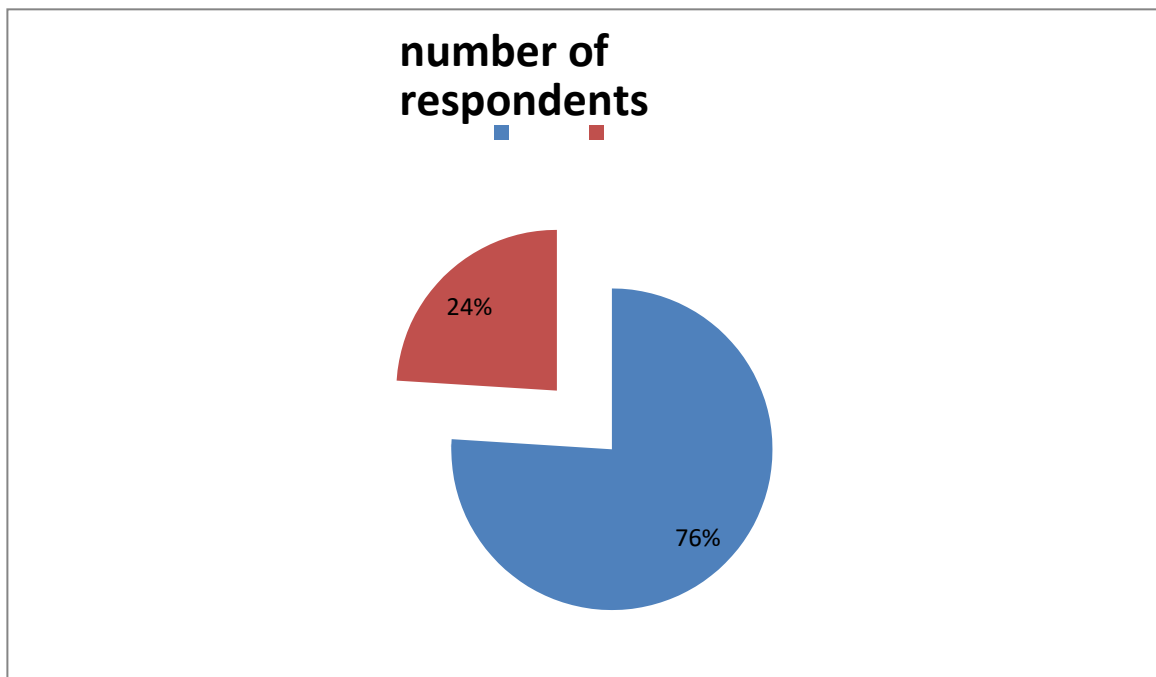
Particulars	Number of Respondents	Respondents of Percentage
Male	76	76%
Female	24	24%
Total	100	100%

Table: 2

showing Smartried Solution Gender classification

Graph: 4.2

Graph showing Gender classification in SMARTRIED SOLUTION



INFERENCE:

From the table we can analyze that Smart Solution is the male-dominated company, that it has 76 percent male and 24 percent female respondents

Table: 4.3

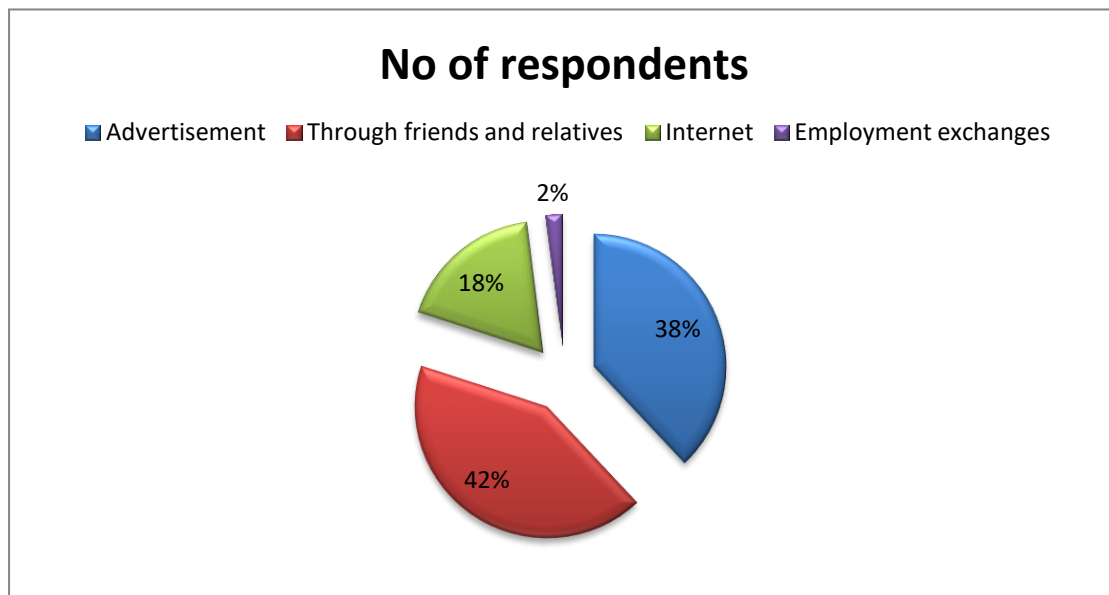
How workers applied for this job

Particulars	Number of Respondents	Percentage of Respondents
Advertisement	38	38%
Through friends and relatives	42	42%
Internet	18	18%
Employee exchanges	2	2%
TOTAL	100	100%

Table: 3
showing how workers applied for the job

Graph: 4.3

Graph showing how employees applied for the job



INFERENCE:

The table above states that 38 percent of respondents applied through the advertisement, 42 percent applied through friends and relatives, 18 percent applied through the internet and 2 percent applied through job exchanges.

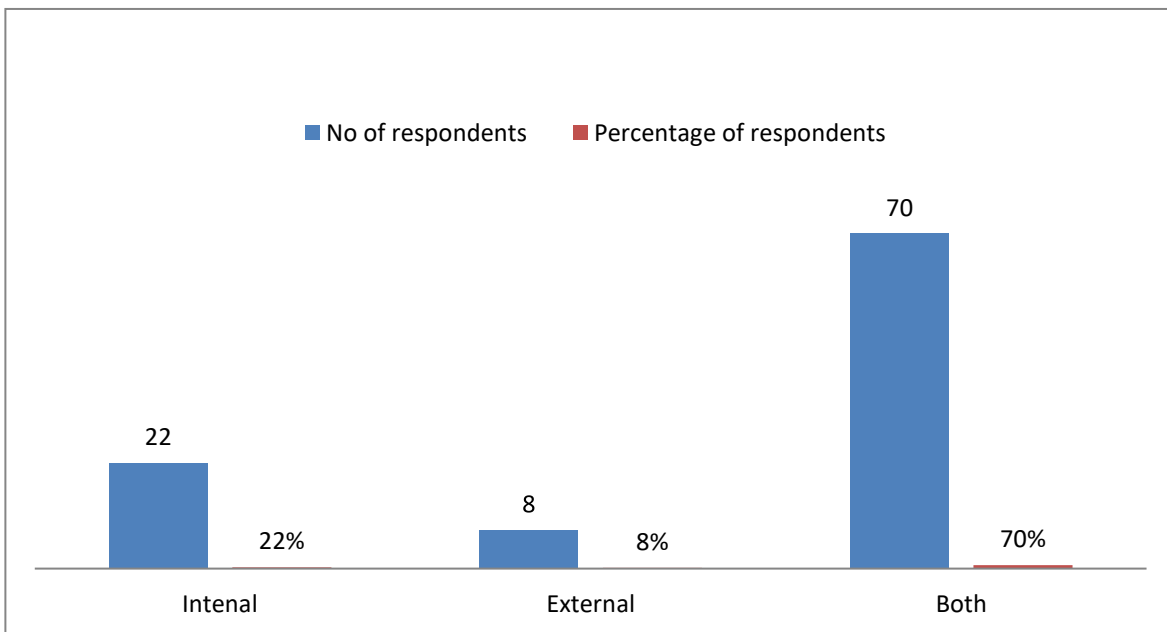
Table: 4.4
Information about recruiting sources

Particulars	Number of Respondents	Percentage of Respondents
Internal sources	22	22%
External sources	8	8%
both	70	70%
Total	100	100%

Table: 4
showing Information about recruiting sources

Graph:4.4

Graph showing Reference for the recruitment of sources



INFERENCE:

The table above indicates that 22 percent of respondents favor internal sources, 8 percent favor external sources and 70 percent prefer local as well as external sources.

Table:4.5

Does the organization gives priority to the comparison policy for employees?

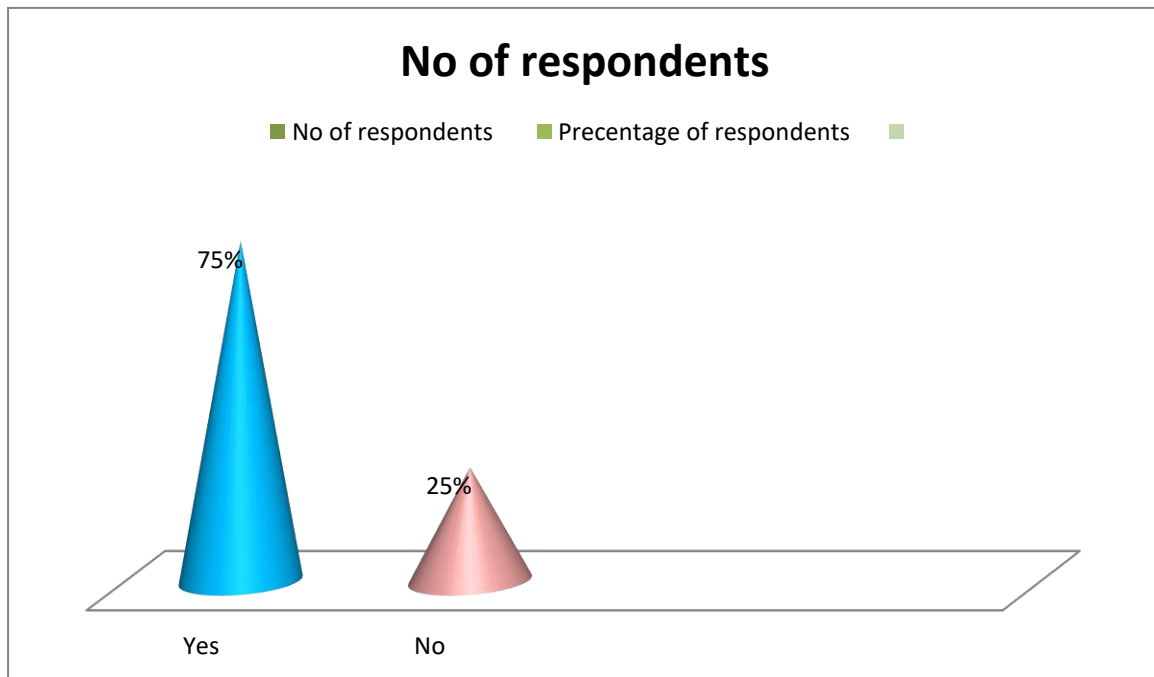
particulars	Number of respondents	Percentage of respondents
yes	75	75%
no	25	25%
Total	100	100%

Table: 5

showing Does the organization gives priority to the comparison policy for employees

Graph: 4.5

Does the organization gives priority to the comparison policy for employees



INFERENCE:

The table above notes that 75 per cent respondents said yes, and 25 per cent respondents said no.

Table: 4.6

Whether internal recruiting helps to inspire workers

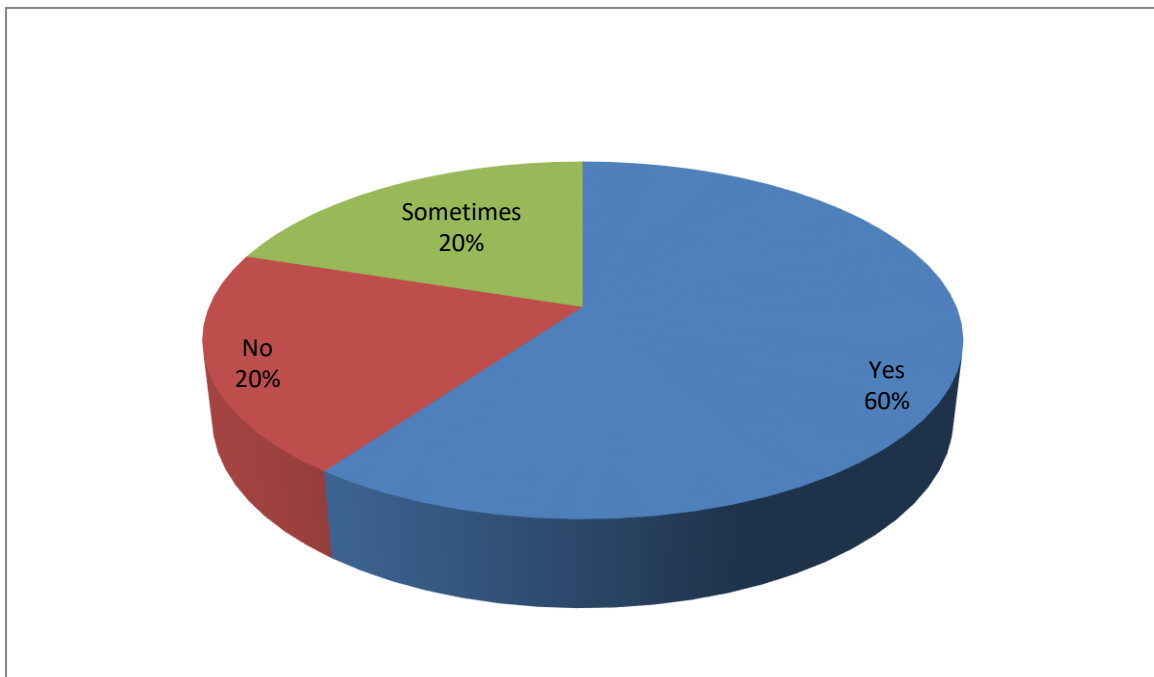
Particulars	Number of respondents	Respondents of percentage
yes	60	60%
no	20	20%
sometimes	20	20%
Total	100	100%

Table: 6

showing internal recruiting helps to inspire workers

Graph:4.6

Graph showing whether Internal recruiting helps inspire workers



INFERENCE:

The table above states 60 per cent of respondents said yes, 20 per cent said no, and 20 per cent said no at times.

Table: 4.7

Whether reference background verification is useful for knowing the candidates.

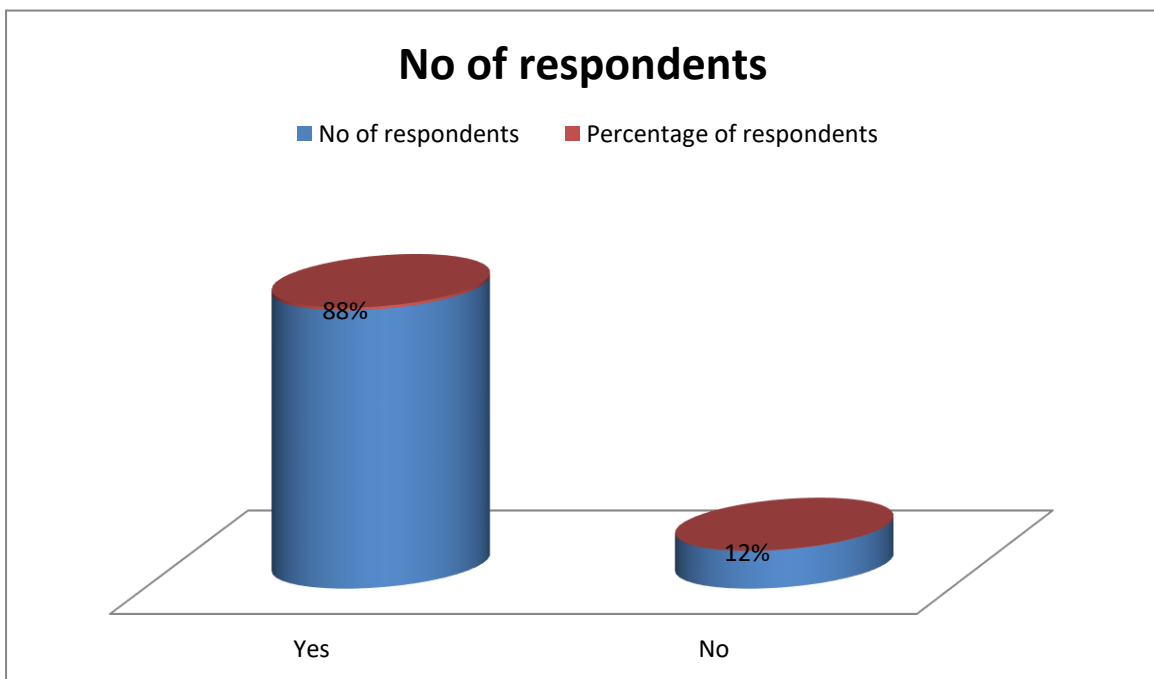
particulars	Number of respondents	Percentage of respondents
yes	88	88%
no	12	12%
Total	100	100%

Table: 7

showing whether reference background verification is useful to knowing the candidates.

Graph: 4.7

Graph showing whether reference background verification is useful to knowing the candidates.



INFERENCE:

The table above states that 88 percent of respondents are satisfied that background reference check is helpful in finding out more about the candidates and 12 percent of respondents are not satisfied.

Table: 4.8

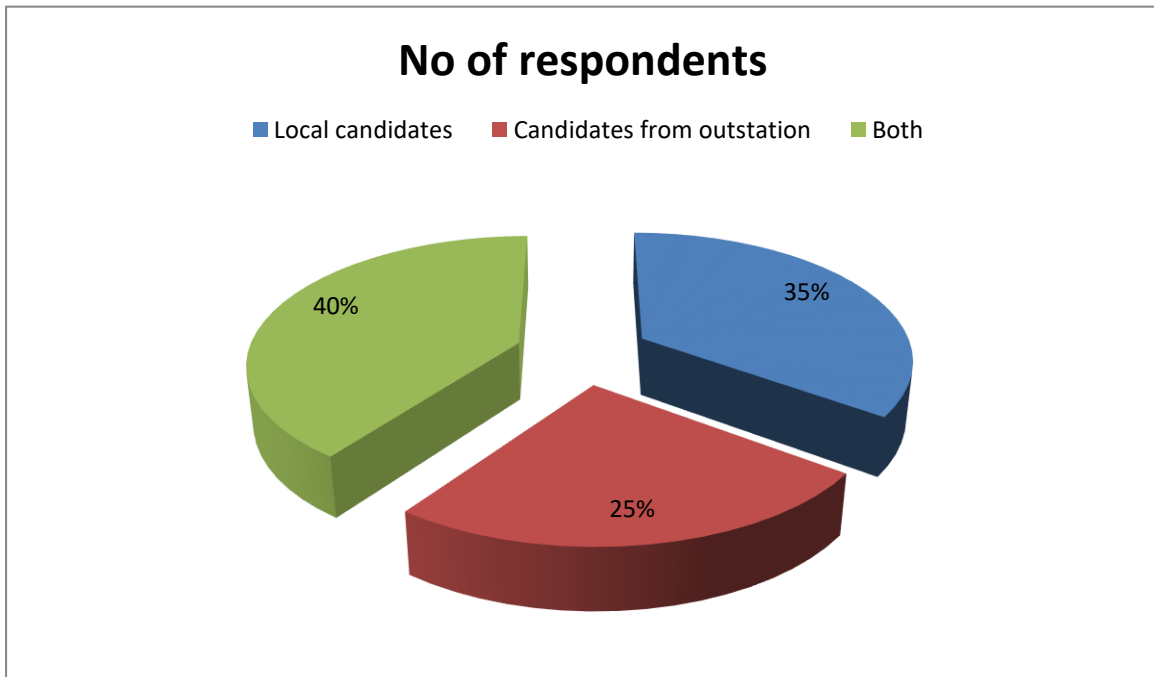
The choice for recruitment is essentially based on

Particulars	No of respondents	Percentage of respondents
Local candidates	35	35%
Candidates from outstation	25	25%
Both	40	40%
TOTAL	100	100%

Table: 8
showing Recruitment choice is based on

Graph: 4.8

Graph showing Recruitment choice is based on



INFERENCE:

From the above table , 35 % of the respondents state the organization hires local candidates and 25 percent of the respondents believe the candidates from the outstation and 40 percent of the respondents on both sides of the organization's candidates.

Table: 4.9

That company undergoes some training after recruiting

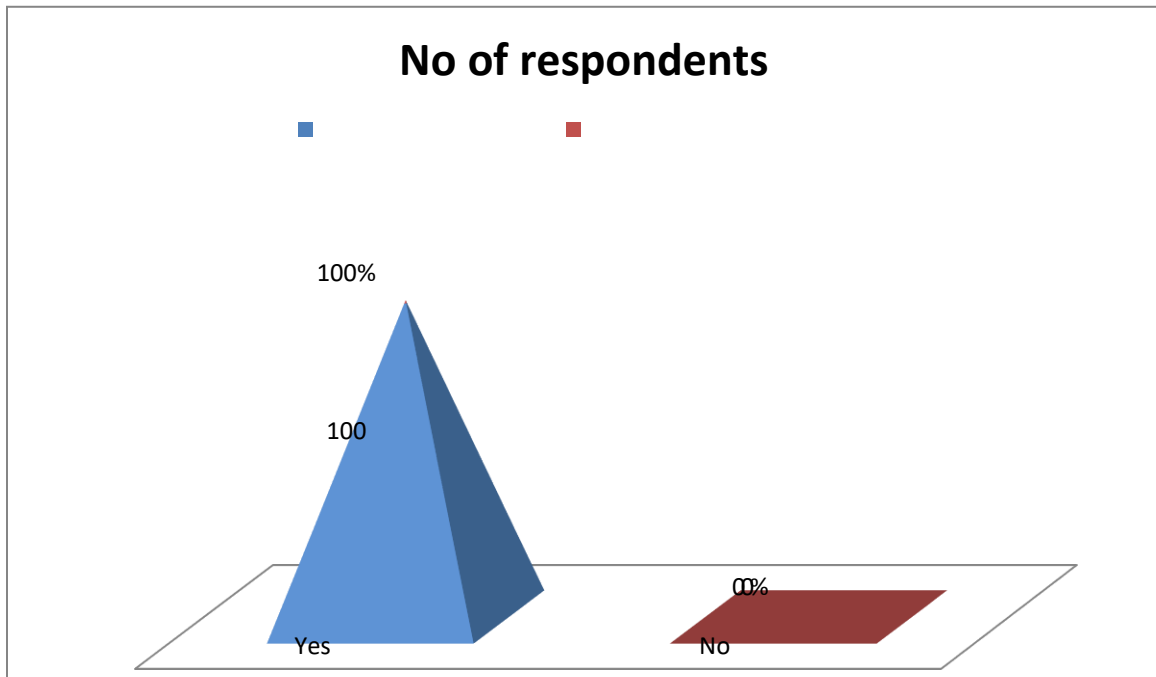
Particulars	Number of respondents	Respondents of percentage
yes	100	100%
no	00	0%
Total	100	100%

Table: 9

showing that company undergo some training after recruiting

Graph 4.9

Graph showing whether company is undergo any training after recruiting



INFERENCE:

From the table above it is mentioned that 100 percent of the respondents all claim they attend training program in the company after being recruited.

Table: 4.10

How candidates are informed about the rejection in interviews

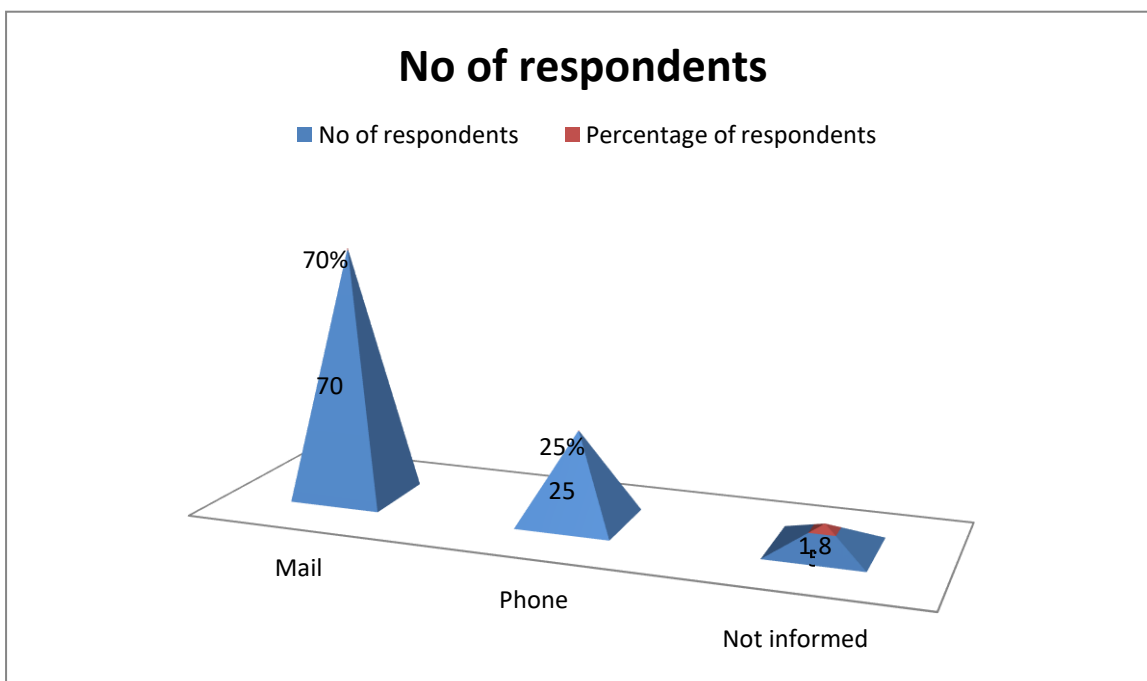
Particulars	Number of respondents	Respondents of percentage
Mail	70	70%
Phone	25	25%
Not informed	5	5%
TOTAL	100	100%

Table: 10

showing how candidates are informed about the rejection in interviews

Graph: 4.10

Graph showing how candidates are informed about the rejection in interviews



INFERENCE:

From the table above we will note that 70 % of respondents say they will be told by mail and 25 % of respondents say they will be notified by phone and 5 % of respondents say they will not be told in the company.

Table: 4.11

If the referral strategy in the organization is successful

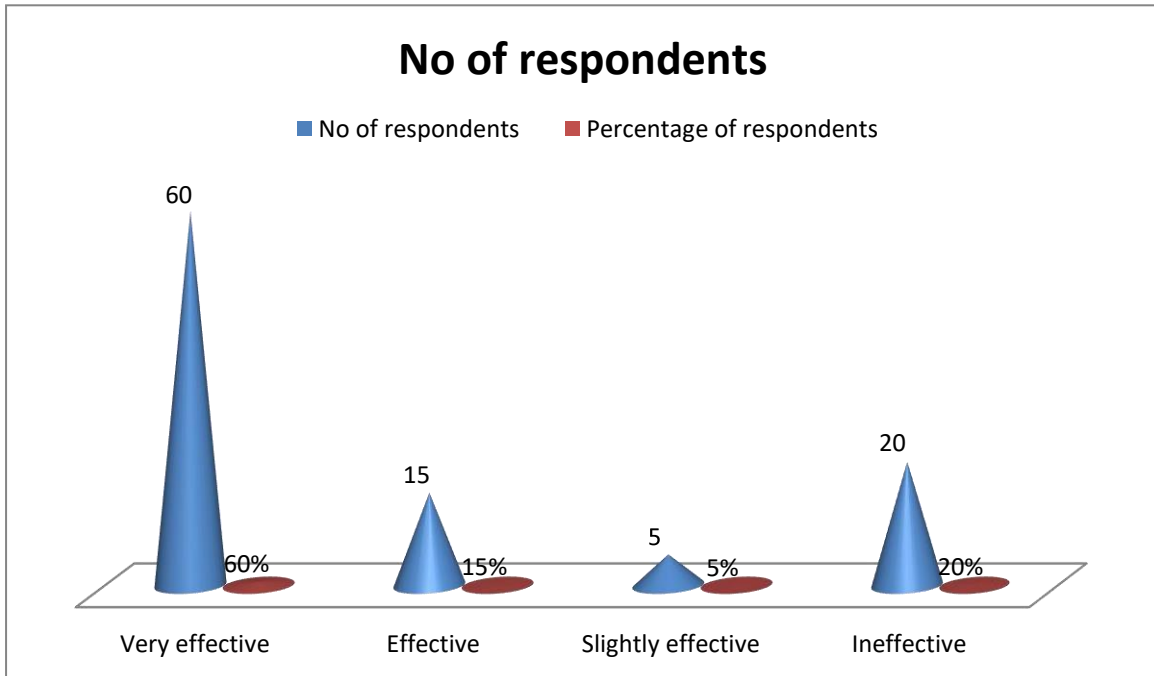
particulars	number of respondents	Respondents of percentage
Very effective	60	60%
Effective	15	15%
Slightly effective	5	5%
Ineffective	20	20%
Total	100	100%

Table: 11

showing if the referral strategy in the organization is successful

Graph: 4.11

Graph showing whether the referral strategy in the organization is successful



INFERENCE:

The above table shows 60 percent of respondents believes organizational referral policy is very effective and 15 percent of respondents say organizational referral policy is effective while 5 percent of respondents say referral policy is very successful and 20 percent of respondents say referral policy is ineffective.

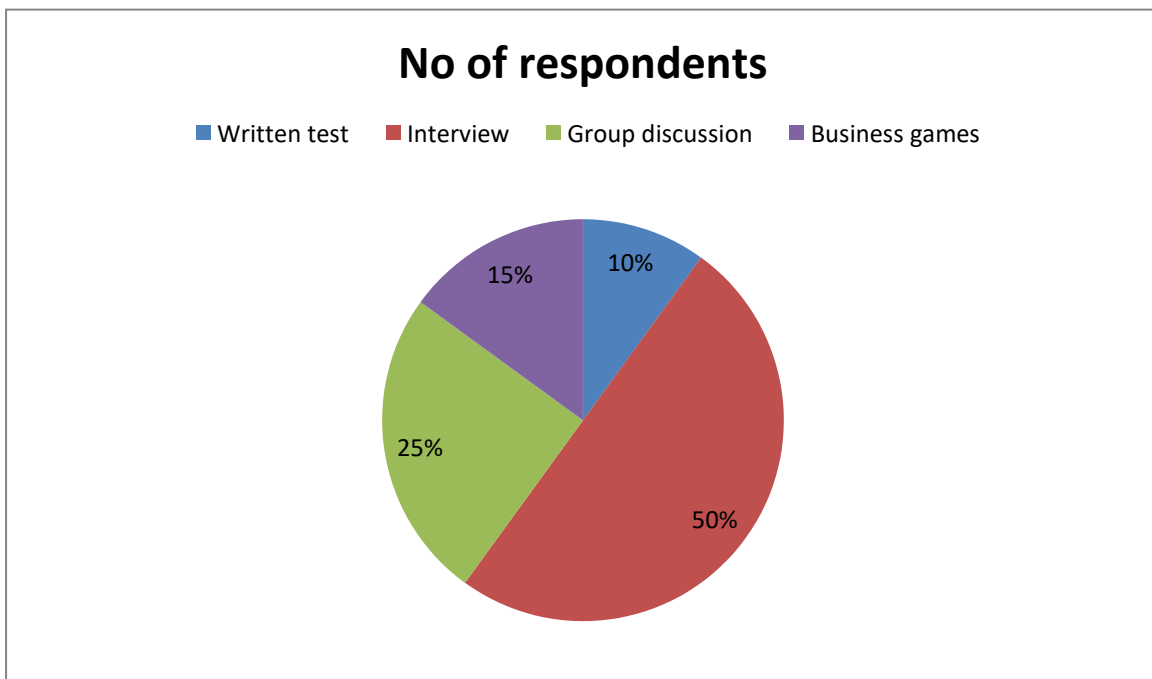
Table: 4.12
What are the main methods of selection

particulars	Number of respondents	Respondents of percentage
Written test	10	10%
Interview	50	50%
Group discussion	25	25%
Business games	15	15%
TOTAL	100	100%

Table: 12 showing what are the main methods of selection

Graph: 4.12

Graph showing what the main methods of selection



INFERENCE:

From the aforementioned list, 10 % of the respondents reported that their company was following written assessments 50 % of the respondents reported that their company was following interviews and 25 % of the respondents stated that their company was following group discussions and 15% mentioned that their corresponding business games

Table: 4.13

That the medical test for the applicants was completed

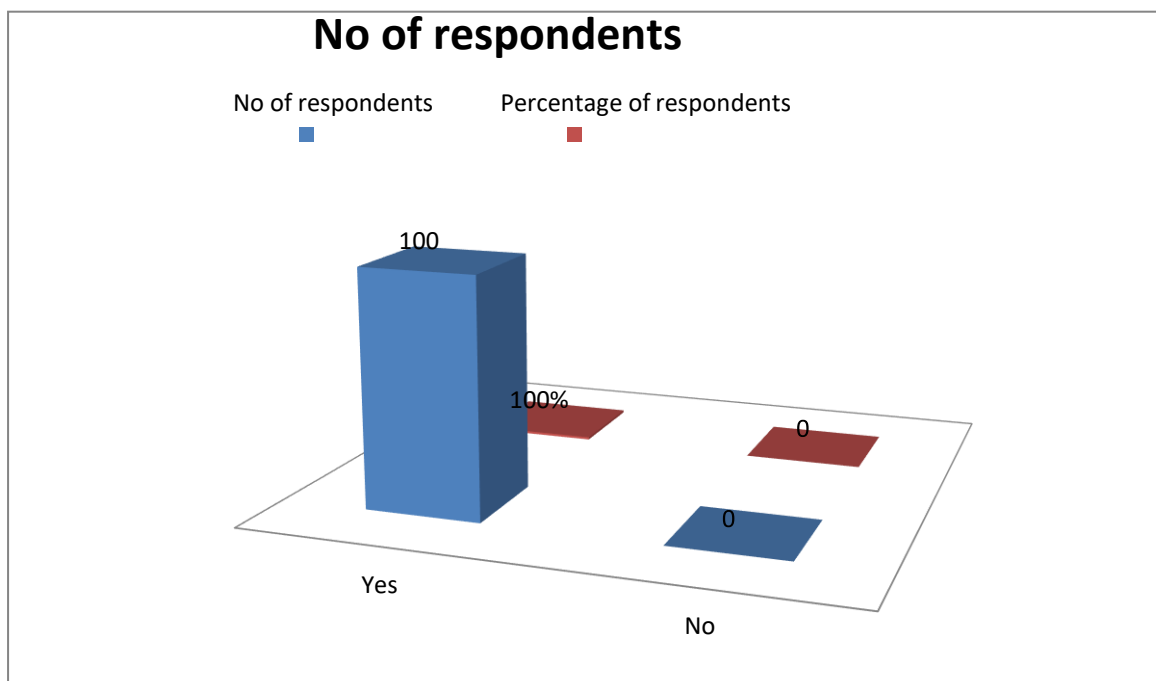
particulars	number of respondents	percentage of respondents
yes	100	100%
no	0	0%
Total	100	100%

Table: 13

showing that the medical test for the applicant was completed

Graph: 4.13

Graph showing whether that the medical test for the applicant was completed



INFERENCE:

In the above table states that the 100 percent of the respondents undergo medical test in the organization

Table: 4.14

Any interview rounds held before work

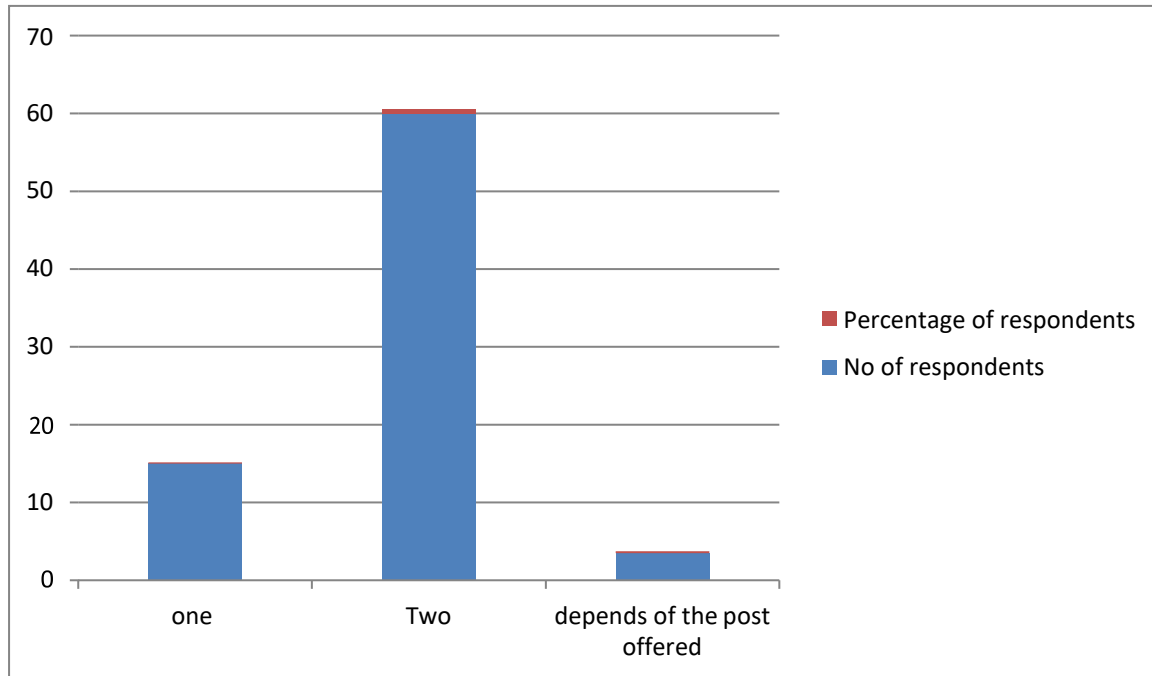
particulars	number of respodents	percentage of respondents
One	15	15%
Two	60	60%
Depends on the post offered	25	25%
TOTAL	100	100%

Table: 14

showing that any interview rounds held before work

Graph: 4.14

Graph showing that any interview round held before work



INFERENCE:

In the above table we see observed that 15 percent of the respondents expressed that one round of interview is conducted in the organization and rest of the 60 percent of the respondents expressed that, two rounds of interview is conducted but 25 percent of the respondents says that the rounds of interviews held in the organization

CHAPTER 5

SUMMARY OF FINDING,SUGGESTIONS AND CONCLUSION

5.1 : FINDING OF SUMMARY

- ✦ Through the recruiting of fresh graduates and inventions, the corporation has sought to substitute the organization's new blood and create a competitive modern world strategy.
- ✦ These companies are more likely to recruit internally than to recruit externally.
- ✦ Outstation applicants are recruited by this organization rather than by local communities.
- ✦ Around 60 % of respondents agreed that transfer of employees is very effective in the company.
- ✦ Employee retention policy in an company that motivates current workers is very effective.
- ✦ The selection process is based primarily on education , experience and vacancy number.
- ✦ Medical test for everyone is mandatory
- ✦ The organization follows a formal and organized interview and it is also stated that the organization does not have an informal interview.
- ✦ It is found that in the selection process interview approach and written examination play a dominant role.
- ✦ The candidates who have been rejected are created by phone

5.2:SUGGESTIONS

- ❖ As far as recruiting and selection is concerned, all teams should be aware of the interview schedule so that applicants do not need to spend excessive time in the process.
- ❖ ·It should be stressed that for potential organizational recruitment, the application database must be adequately managed.
- ❖ The company should put equal focus on internal and external recruitment.
- ❖ More attention should be given to the qualifications and expertise of the candidate and not to the vacancies during the process of selection.
- ❖ Instead of recruiting on a semi-annual or immediate basis , the company can have a fixed time span, such as once every three months.
- ❖ Improved recruiting can be done on campus to boost fresh blood and expand company.
- ❖ Equally, it will train both males and females
- ❖ Local candidates must be given more priority and respect than outstation candidates.
- ❖ Interview rounds shall be set to the full extent possible before a position is granted to the applicant.
- ❖ The study showed that Smart Approach had an efficient human resource department that fulfilled all the criteria of the company's workplace.

5.3:CONCLUSIONS

The analysis was performed among The Smart Answer's employees including 100 respondents. The data was gathered by a questionnaire, and the data was thoroughly examined and assessed by all means practicable. From the study it was found that most of the firm's workers were happy, but improvements are needed in line with the evolving recruiting process situation, which has an immense effect on the organization 's function as a new talent, new ideas join the business. Even the recruiting process is successful and the personnel team of the firm positions the candidates well and fills the job openings at all stages. Some of the recommendations strengthen the corporate procedures, tactics and process

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QUESTIONNAIRE

'A Report ON Recruiting AND SELECTION WITH Respect TO SMARTRIED SOLUTION PRIVATE LIMITED Approach'

I am Pavithra R studying MBA in "CMRIT" Bangalore I am conducting a project called " A STUDY ON RECRUITMENT AND SELECTION WITH REFERENCE TO SMARTRIED SOLUTION " I ask you to spare your precious time in replying to this questionnaire, your precious response is extremely important to my work and the data obtained will be used for academic purposes only and will be kept confidential.

THANKING YOU

PAVITHRA R

**TOPIC: A STUDY ON RECRUITMENT AND SELECTION WITH REFERENCE
TO SMARTRIED SOLUTION PRIVATE LIMITED**

Personal information

1. Name :
2. Age :
3. Education :
4. Income :
5. Marital status :
6. Experience :

7. How will the employees applied for the post in the organization?
 - Advertisement ()
 - Through friends and relatives ()
 - Internet ()
 - Employment exchanges ()

8. Which source do you prefer the most for hiring or recruiting employees?
 - Internal sources ()
 - External sources ()
 - Both ()

9. Do you give preference to the employee referral policy?
 - Yes ()
 - No ()

10. Does internal hiring helps in motivating the employees?
 - Yes ()
 - No ()
 - Sometimes ()

11. Do you think background reference check is really helpful to know more about the candidates?

- Yes ()
- No ()

12. Recruitment preference is mostly based on

- Local candidates ()
- Candidates from outstation ()
- Both ()

13. Did you under go any training program after being recruited in your organization?

- Yes ()
- No ()

14. How are rejected candidates informed from shortlist?

- Mail ()
- Phone ()
- Not informed ()

15. How effective is referral policy in your organization?

- Very effective ()
- Effective ()
- Slightly effective ()
- In effective ()

16. Which are the main sources of selection process followed in organization?

- Written test ()
- Interview ()
- Group discussion ()
- Business games ()

17. What are the stages followed in the selection process?

- As per candidates ()
- As per position ()

18. Do all the candidates have to undergo medical examination?

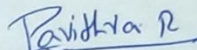
- Yes ()
- No ()

19. How many rounds of interview are conducted before a candidate is offered employment?

- One ()
- Two ()
- Depends on the post offered ()

ACTIVITY CHART

Sl. No.	Activity	Activity Details	Duration
1	Activity-1	Understanding Structure, Culture and functions of the organization/identification of business problem from the Industry from the literature study	Week-1 [02/01/2020- 08/01/2020]
2	Activity-2	Discussion with the guide for finalization of research design and instrument and presenting the same to the guide.	Week-2 [09/01/2020-15/01/2020]
3	Activity-3	Collection of data, editing of the collected data, coding, tabulating and presenting to the guide for suggestions for analysis.	Week-3 [16/01/2020-22/01/2020]
4	Activity-4	Analysis and finalization of report and making presentation to the guide	Week-4 [23/01/2020-29/01/2020]
5	Activity-5	Submission of final Report to the University before one week of the commencement of theory examination	Week-5 [30/01/2020-05/02/2020]


Name and Signature of the Student
(PAVITHRA R)

