

Summer Training Project Report
On
“Study to understand the Recruitment and Sourcing
Process at PYRAMID INFRATECH PVT. LTD.”

PYRAMID INFRATECH PVT. LTD.

*Submitted in partial fulfillment of the requirements
for the award of the degree of*



K.R. MANGALAM UNIVERSITY

Bachelor of Business Administration (BBA)

To

K.R. Mangalam University, Gurugram

Guide: Dr. Vinita Choudhary

Submitted by:
Sneha Roll No. 2002080071

Registrar
K.R. Mangalam University
Sohna Road, Gurugram (Haryana)



K.R. MANGALAM UNIVERSITY

NOC Certificate

Mr./Ms. SNEHA, a student of BBA, semester IVth for the academic session 2020-2023 has to undergo an Internship for the period of 8 weeks, commencing from July 2022. The Internship is mandatory since this will help him/her to acclimatize with the corporate culture and obtain domain exposure for knowledge building. You are requested to assign her/him, a project on his/her domain of specialization. The University has no objection in the student joining organization M/s PYRAMID INFRA TECH PVT. LTD.

Student Name: Sneha
Roll Number: 2002060071
Course & Year: BBA [IVth]
Phone Number:

Company Name: Pyramid Infatech
Name of HR: Mr. Mohish dutt
Phone Number of HR:
Email of HR:

Director
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Sohna road, Gurugram
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Approved by Dean

Director-Career Development Center (CDC)
K.R. Mangalam University
Sohna road, Gurugram
Haryana 122103

Approved by CDC Department

Certificate



30th August, 2022

INTERNSHIP CERTIFICATE

This is to certify that Ms. Sneha D/o Mr. Bhageshwar Singh, pursuing her BBA from K.R. Mangalam University, Sohna, HR, has successfully completed summer internship at Pyramid Infratech Pvt. Ltd. based at Gurgaon HR from 1st July 2022 to 30th August 2022 under supervision of Mr. Manish Dutt (General Manager – Human Resource)

We found him/her sincere, hardworking, technically sound and result oriented. She worked well as part of a team during his/her tenure.

Congratulation and all the best.

Sincerely,

HR Department
Pyramid Infratech Pvt. Ltd.

PYRAMID INFRA TECH PVT. LTD.

Registered Office: H-38, Ground Floor M2K White House, Sector-57, Gurugram, 122002 (Haryana)

Corporate Office: Unit No. 501-502, Fifth Floor, Unitech Trade Centre, Sector-43, Gurugram, 122002 (Haryana)

CIN: U35400H12008PTC028309 PAN: AAECF80018

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I, Miss. **Sneha**, Roll No. **2002080071** certify that the Summer Training Project Report entitled **“Study to Understand Recruitment and Sourcing Process of PYRAMID INFRATECH PVT. LTD.”** is completed by me and it is an authentic work carried out by me at **“PYRAMID INFRATECH PVT. LTD.”**. The matter embodied in this Project Report has not been submitted earlier for the award of any degree or diploma to the best of my knowledge and belief.

Signature of the Student

Date: 18-10-2022

Certified that the Summer Training Project Report entitled **“Understanding the Recruitment and Payroll practices of PYRAMID INFRATECH PVT. LTD.”** done by Miss. **Sneha**, Roll No. **2002080071** is completed under my guidance.

Signature of the Guide Date:

Name of the Guide: Dr. Vinita Choudhary

Designation: Assistant Professor
K R Mangalam University,
Gurugram- 122103

ACKNOWLEDGEMENT

The internship opportunity I had with "**PYRAMID INFRATECH PVT. LTD.**" was a great chance for learning and professional development.

Therefore, I consider myself as a very lucky individual as I was provided with an opportunity to be a part of it. I am also grateful for having a chance to meet so many wonderful people and professionals who led me through this internship period.

It is my radiant sentiment to place on record my best regards, deepest sense of gratitude to **Mr. Dinesh Kumar, Pawan Verma (HR Executive), Nitesh Kumar (HR General), HR at PYRAMID INFRATECH PVT. LTD.** for their careful and precious guidance which were extremely valuable for my study both theoretically and practically.

I perceive this opportunity as a big milestone in my career development. I will strive to use gained skills and knowledge in the best possible way, and I will continue to work on their improvement, in order to attain desired career objectives. Hope to continue cooperation with all of you in the future.

My foremost thanks to all my teachers, friends and family members for their assistance during this task.

Sneha

Executive Summary

Human Resource management is the internal process of managing the people or workforce within an Company. Successful management of HR functions lead to the success of any Company. The HR department of any Company is the major player in the controlling workforce, creating positive contribution from workers to Company, positive working environment, efficient working of other vital daily Company functions.

It is very important that we hire appropriate talent to achieve the goals of the Company which is why the recruiters have a thorough recruitment process to choose the best employee for the Company. With every Company having their own process to funnel out the best talent from all the applicants it becomes very important that recruiter also understands the needs of the Company and the recruiter should also be able to analyze the applicants based on their journey through the recruitment process.

Recruiters also responsible on attracting qualified applicants by communicating the position in a way that it attracts and reaches the qualified job seekers only to make the recruitment process time efficient.

In my internship at PYRAMID INFRATECH PVT. LTD. For 6 weeks I had a great opportunity to gain practical knowledge as an HR intern with the role of Recruiter under the guidance of Dinesh Kumar, Pawan Verma (HR Executive), Nitesh Kumar (HR General) HR there. With exposure to practical knowledge of vital HR functions and Company environment and opportunity to learn from people who have exceptional knowledge in the domain I am assured that I have made the best out of this degree I am doing at K. R. Mangalam University.

This Research Done by me deals mainly about the payroll and Recruitment as carried by the PYRAMID INFRATECH. In the duration of my internship, I have studied about the process practiced by the firm. I worked under the guidance of HR and assisted in the same.

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Chapter-1: **Introduction**

Company Profile

Pyramid Infratech Private Limited is an unlisted private company incorporated on 17 November 2008. It is classified as a private limited company and is in Gurgaon, Haryana. Its authorized share capital is INR 33.50 cr. and the total paid-up capital is INR 33.50 cr.

Pyramid Infratech Private Limited's operating revenues range is INR 1 cr - 100 cr for the financial year ending on 31 March 2019. It's EBITDA has decreased by -60.51 % over the previous year. At the same time, it's book net worth has increased by 9.41 %. Other performance and liquidity ratios are available here.

Vision and Mission

Vision

Our vision is to become the most respected brand name in the real estate industry for providing innovative real estate solutions that are affordable and delivered timely.

Mission

Our mission is to develop high-quality yet cost-effective residential and commercial spaces to our customers.

Product Portfolio

Residential and commercial projects.

The company provides construction services. It offers design-build, engineering, and construction of roads, tunnel, and canal.

Company Director

The company has 2 directors and 1 reported key management personnel.

The longest serving directors currently on board are Dinesh Kumar and Brahm Dutt who were appointed on 17 November 2008. They have been on the board for more than 13 years.

Dinesh Kumar has the largest number of other directorships with a seat at a total of 34 companies. In total, the company is connected to 33 other companies through its directors.

My Role as an Intern in The Company

- Partnering with hiring managers to determine staffing needs
- Screening Resumes
- Performing in Person and phone interviews with candidates
- Performing Reference and Background Check
- Coordinating interviews with hiring managers
- Following up on the interview process status

Company Recruitment process

- Decision is made as to whether recruitment is necessary
- Job Description is prepared
- Specification is Prepared
- Plans are made on how and when to advertise
- Applicants are shortlisted
- Candidates are invited for interviews and selection tests
- The successful candidate is offered the job and contract is signed for employment

The Process followed by me during Recruitment Interviews

The Recruitment process of Pyramid Infratech includes a Three Stage Interview practice.

Questions generally asked while taking interviews of applicants

Interview: 1

- Qualifications and Work Experience
- Current employability status
- Extra-Curricular Interests and activities
- Why the applied Position not anything else?

- Why our company

Interview: 2

- Knowledge About the position
- Knowledge about the company
- Knowledge of the Field
- Experience related Question

Interview: 3

- Questions to check Soft Skills
- Role Play Questions

My Learning and Experience from the Internship

- Hands on experience on Sourcing and Recruitment
- Companyal Experience
- Communication skills
- Analysis Skills
- Subject Knowledge of Payroll, Recruitment, workforce management

Objectives of Study

- **Primary Objective**
To Study the Recruitment process of Pyramid Infratech
- **Secondary Objective**
To Know various sources of recruitment
To understand various aspects of recruitment
To understand the various strategies used in the recruitment at Pyramid Infratech
To study the satisfaction level of clients of Pyramid Infratech with its
Recruitments

Scope of Study

The report covers the details of what's exactly Human Resource Management and The Recruitment. The report emphasizes on all the strategies, practices are followed in business Company for acquisition of perfect candidate for the Job and Company. It also emphasizes on how Human Resource function impact both clients and workforce of the Company.

The Study is conducted on the company Pyramid Infratech and its Recruitment practices. Finally, it incorporates an evaluation of the different aspect of the vital Human Resource activities on the business world.

Methodology

"Research methodology is the specific procedures or techniques used to identify, select, process, and analyze information about a topic. In a research paper, the methodology section allows the reader to critically evaluate a study's overall validity and reliability."

Methodology used for Data Collection:

Both Primary and Secondary Data collection methods were used to collect the relevant data required for the study. The primary source of Data was collected by questionnaires for Company staff, job applicants and clients. Further interview method was also used to collect data from the Company staff and candidates. After interpreting the relevant outcomes from the primary sources, the secondary sources were used to further strengthen the facts found in the study. The secondary sources include past employee reviews, reports done by interns on the same, past quality content or study done on the relevant topic.

A total of 50 participants were provided with questionnaires to collect the data for the research. The data is analyzed according to the responses of the participants.

Methodology used for Data Analysis:

Both Qualitative and Quantitative data analysis were used for the study. The scales used for data analyses were Thurstone scale method. As the Data was taken from both in Company staff as well as Job applicants who were not part of the Company yet, it was interpreted that it was not biased by any means.

Software like Excel were used for the data presentation and analyses by creating graphical representation of the data table as further seen in the data presentation and Analyses chapter.

Chapter-2: Literature **Review**

(Manish Kumar)

"In Indian MNC"s most of the employees feel that the HR department is good. About 75% of the managers say that they prefer both internal as well as external source for recruitment and selection whereas in Foreign MNC"s, only 17% managers prefer both internal as well as external source of recruitment and selection. In Indian MNC"s about 65% of the managers go for direct recruitment and selection and less number for managers prefer indirect or third party. Whereas in Foreign MNC"s 50% of the managers go for direct recruitment and selection. Mostly the manpower planning is done Quarterly and 30 % do not follow any pattern they don"t have any fixed time. Whereas in Foreign companies, mostly the manpower planning is done annually and 27% do not follow any specific pattern. Companies prefer to go for campus interviews and even casual application that are received for recruitment but they hardly prefer placement agencies. Most of the manager Prefer Personal interviews, 30% prefer to take telephonic interviews where as only 20% go for video conferencing and rest 10% adopt some other means of interviews whereas in Foreign MNC"s, about 36% of the manager prefer Personal interviews, 28% prefer to take telephonic interviews where as 27% go for video conferencing and rest 9% adopt some other means of interviews. In Indian Companies 27% of employees have attended Pre- Placement training programme where as 19% have attended Post-employment programme and around 49% have gone for both of the training programme and only 5% have not attended any of the training programme. Whereas in Foreign MNC"s In Foreign MNC"s, 23% of employees have attended Pre- Placement training programme where as 27% have attended Postemployment programme and around 45% have gone for both of the training programme and only 5% have not attended any of the training programme In Indian companies 53% of employees say it both theoretical as well as practical knowledge is being provided during the training, whereas in Foreign MNC"s 40% of employees say it both theoretical as well as practical. About 56% of employees of Indian companies are satisfied with the environment of the training programme whereas only 31% are not satisfied and rest 13% of employees have not said anything. 63% of employees of Foreign MNC"s is satisfied with the environment of the training programme whereas only 20% are not satisfied and rest 17% of employees have not said anything. Whereas in Foreign MNC"s around 81% of the employees feel that due to training there has been an improvement in their performance, whereas only 15% have said that there was no improvement and rest 4% have not said anything. Most of the employees feel that due to training there has been an improvement in their performance, whereas only 17% have said that there was no improvement and rest 10% have not said anything. Majority of the employees feel that training enhances their competency and knowledge whereas only 27% say it does not. 50% of the employees like to have on the job training and

23% like off the job where as the rest 27% say that it depends upon the job it is. Whereas in Foreign MNC"s, around 81% of the employees feel that due to training there has been an improvement in their performance, where as only 15% have said that their was no improvement and rest 4% have not said anything."

(Ravali Kusu and Shree Balaji)

"It is found that Genting Lanco Power Private Limited adopted direct recruitment through newspaper notifications. The study revealed that Genting Lanco Power Private Limited mostly use consultancies, referrals and direct applications for recruitment as the external source. It was very clear that the Genting Lanco Power Private Limited made all its appointments as functionary of HR Department. The study revealed that very often the Genting Lanco Power Private Limited also followed the practice of recruitment & selection through telephonic interview to satisfy the immediate requirement of the company. It was found that there is an increase in the pool of the candidates at minimum cost."

(Chris Piotrowski University of West Florida, USA Terry Armstrong Georgetown University, USA)

"While most of the companies use traditional recruitment and selection methods (e.g., resume, reference checks), only 9.3 % rely on online preemployment screening tests (see Table I). However, 9 out of 10 firms favor online job boards and company websites. Another 21.9 % of the companies are considering future use of online pre-employment screening as part of their selection process. Furthermore, 28.5 % of the companies either screen or plan to screen for Honesty-Integrity while 21.9 % of the companies either assess or plan to assess for Violence Potential. Interestingly, only 20% of the Participants include personality tests as part of the selection process, despite the attention to "Personality" factors in the human resource literature (Hough & Oswald, 2000; Roberts & Hogan, 2001; Thummim, 2002). Apparently, the use of online testing by major companies, both private and public, is presently in a state of metamorphosis. As the current findings indicate, about two-thirds of U.S. firms do not have plans to incorporate online pre-employment assessment soon. Yet, the business literature has seen a high level of interest and actual implementation of Internet-based hiring practices (e.g., Mooney, 2002). Perhaps, some firms rely on Internet based approaches for pre-screening purposes or as a vehicle to narrow down a short list of final candidates. However, the legal pitfalls (e.g., such as transparency, confidentiality, psychometric credibility, inappropriate queries) of online hiring approaches may be the major factor deterring companies from using data from online tests. Moreover, Human Resource decision-makers might have concerns about the legitimacy of clinical

personality tests or personally invasive queries (see Camara & Merenda, 2000; Vodanovich & Piotrowski, 2000; Wallace & Vodanovich, 2004). In this regard, Angileri et al. (2004) address several delicate issues, such as proper identification of an applicant, in addition to ethical and legal concerns that warrant consideration before implementing online testing.”

(Ghada El-Kot, Mike Leat)

“There is some evidential support for the influence of the Egyptian national context upon the practices used, with different practices, including the number of techniques being used for the recruitment and selection of different job types. There is evidence of substantial sharing of this responsibility with line management through consultation and of an increased devolution of responsibility to line management.”

(Saliha Gul Abbasi, Muhammad Sohail Tahir, Mazhar Abbas, Muhammad Salman Shabbir)

“This study found that the performance of the employee and the procedures of selection and recruitment play a significant role in business growth. This study has also identified that the recruitment process is more helpful for the selection of the right candidate for the job. With the help of the appropriate recruitment structures, the human resource management department will be capable of choosing the right employee. It is found that the more skilled and qualified individuals play an essential role in the growth of the Company. Only the selection and recruitment of the right employee is not enough for the growth of the business, but the provision of the more appropriate working environment for the employees plays an important role to increase their performance that a relationship with the productivity and growth of the Company. It is also explored that after the selection of the right employee, it is more critical for the Company to keep them motivated for decreasing the job turnover by increasing the employee retention ratio.”

(Graduate recruitment and selection practices in small businesses

Jim Stewart, Vanessa Knowles

Career Development International)

“In common with large Companies, SMEs value what are now termed transferable skills, although there are some differences of emphasis between the two sectors. There appears to be greater difference in the selection methods employed, though this is not as great or significant as might be expected or predicted. An important difference

between the two sectors suggested by the research is the expectations placed on graduate recruits by employers in the two sectors. Unlike large employers which are more likely to provide graduate development programmes, SMEs expect an immediate contribution from graduate recruits. The implications of these similarities and differences will be explored in the final article of this series.”

(Emma Pollard, Wendy Hirsh, Matthew Williams, Jonathan Buzzeo, Rosa Marvell, Arianna Tassinari, Christine Bertram and Luke Fletcher (Institute for Employment Studies); Jane Artess, Jennifer Redman and Charlie Ball (Higher Education Careers Services Unit))

“Employers talked about specific skills shortages, generally in technical subjects and for specialist corporate functions, even at a time of high unemployment. They raised concerns about the relevance and depth of technical skills acquired on some courses and lack of exposure to work experiences whilst in higher education. Employers were also concerned about the variable quality of applicants they processed against their more generic criteria, which they blamed on the ‘massification’ of higher education. This variability meant that even with large numbers of candidates they might not have enough of ‘high quality’ applicants (those with the right balance of skills and aptitudes, and often work experience). Another criticism related to how well students researched their career choices and prepared for interviews and for the professional workplace in general, something they felt universities could help to improve with more career development support. Yet in the main employers felt the graduates that passed through their recruitment and selection processes to become trainees/employees performed well and, in some cases, also progressed well within their businesses. Some employers therefore considered their approach to be effective. Effectiveness was assessed in several ways, related to different aspects of the candidate journey, and involved hard quantitative data, financial/audit data, survey data and/or qualitative feedback. Measures included: strength of employer brand (from surveys); number/proportion of applicants from different sources (egg work experience schemes, or targeted universities); conversion rates from assessment centers to job offers; time from application to job offer; feedback from applicants and/or new recruits; retention of new recruits; ad-hoc feedback from line managers on the performance of new recruits; and tracking career progression over time. A small number were also able to measure progress in terms of diversity, including social mobility as well as other dimensions. However, for most employers, diversity in new recruits and their workforce more generally was a second order concern when compared to the huge

challenges of finding the right applicants and shortlisting effectively.”

**(DJABATEY, EDWARD NARTEY
(PG 3057709))**

“Miyake, (2002) indicated that advertising is usual for job vacancies, while some applicants are sometimes recruited by word of mouth, through existing employees (employee referrals). Besides being cheaper, people recruited by word of mouth stay longer because they have a clearer idea of what the job really involves. This assertion was shared by most Participants with regards to recruitment and selection practices at HFC Bank. The research revealed that HFC policy or practice on recruiting and selection was based on several units; the first is the internal recruitment and invitations from applicants from the general public. The first is analysis of the various departments to find out if there are vacancies to be filled. The various departments search within its staff to find competent members to fill job vacancies. When that fails employee, referrals are used where employees can recommend potential employees for the various departments. The second stage is where the bank source for employees through agencies that helps in recruiting people for the bank. The other is through the general advertisement in the dailies 60 where the general public can all apply for the positions available. Shortlisted applicants are then invited for an interview and subsequent selection. Some of the methods used in recruiting and selection of employees are through employee’s referrals, employment agencies, professional associations and through adverts in the various dailies. The research also revealed that the bank had structured ways of selecting new employees. The first is that potential employees must have the necessary or right educational background before they qualify for an interview which is the next stage once a potential employee is shortlisted. Training and orientation are the next stage if an individual is selected or recruited.”

(Yu-Ru Hsu & Mike Leat)

“A general desire among HR professionals in participant companies that HRM policies are integrated with corporate strategy and that HRM should be involved in decision making at board level. Evidence was also obtained that some HRM decisions are shared between line management and HR specialists and that line managers had a particularly influential role in decisions regarding recruitment and selection, training and development, and workforce expansion/reduction. There was also some evidence supporting an assertion that certain recruitment and selection practices were culturally sensitive, and this was supported by evidence of association between recruitment and selection practices and country of ownership.”

**(Isaac Christopher Otoo
College of Distance Education,
University of Cape Coast, Cape Coast, Ghana)**

“Public sector higher education institutions in Ghana recruitment practices are not effective.

This is because relying on recommendation to publicise vacant positions or making use of recommendation as the predominant mode of selection could lead to issues of favouritism, partiality or bias in recruitment. Again, with this mode, the public sector higher education institutions in Ghana might not be able to attract the best talents as many people may not be privy to the information of any vacant position at the university.

Secondly, pertaining to the finding that identification of available vacancies and delay in feedback after interviews were challenges with the public sector higher education institutions in Ghana recruitment and selection practices, it is concluded that the universities' recruitment and selection practices have a major challenge which demands urgent attention from the human resources department of the universities. All things considered, this study has contributed a lot in understanding the research problem identified and has offered new insights for practitioners (i.e., human resource European Scientific Journal May 2018 edition Vol.14, No.13 ISSN: 1857 – 7881 (Print) e - ISSN 1857- 7431212 practitioners, top management teams, and employees) by suggesting that they may improve employee job satisfaction by paying more attention to the recruitment and selection practices of their Company.”

(Adu-Darkoh, Mavis)

“Out of the 16 identified recruitment and selection methods, the most frequently used medium of employee selection, in the order of highly recognized method includes newspaper advert, in-house (internal recruitment), labour office, employee referrals, radio advert and lastly internet recruitment. In-house recruitment, Initial job offers, internet recruitment, newspaper advert and radio advert are five (5) key quantifiable recruitment and selection methods, which influence construction workers' performance. Several challenges were identified as barriers hindering effective recruitment and selection of workers, which includes poor human resource (HR) planning, ineffective job analysis, competency level on the part of employee, cost of recruitment and selection of employees, lack of human resource department and poor working conditions of workers. It was recommended that before recruitment and selection all job profiles reflect the real requirements of the job.”

(Catherine Lissette Caballero; Arlene Walker)

“Current graduate recruitment and selection practices lack the rigor and construct validity to effectively assess work readiness. In addition, the variety of interchangeable terms and definitions articulated by employers and academics on what constitutes work readiness suggests the need to further refine this construct. This paper argues that work readiness is an important selection criterion and should be examined systematically in the graduate assessment process, as a construct. The ineffectiveness of current assessment methods in being able to measure work readiness supports the need to develop a specific measure of work readiness that will allow more effective decision practices and potentially predict long term job capacity and performance.”

(Codruța Osoian, Monica Zaharie)

“while differences exist between these two categories of Companies, these are not that intense. When recruiting, small Companies focus on recommendations-based methods. Medium Companies use more selection steps when hiring and render greater importance to the job selection criteria, especially to candidates’ attitude, motivation and dedication to work, generic skills, lifelong learning, resistance to stress, and computer skills. The findings show that both the small and medium Companies use less valid employment practices, which imply lower short-term costs, but may involve higher costs on the long run. The present research provides useful findings for the management of small and medium Companies, but also for higher education institutions and graduates.”

(Ms. Kumari Neeraj, Dr. Malhotra Ruchi)

“Better recruitment and selection strategies result in improved Companyal 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 Companies use to recruit and select employees and, to determine how the recruitment and selection practices affect Companyal 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 30. 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 sources of hiring the new employees. Company always takes in consideration the cost-benefit ratio.”

(Chanda, Ashok; Bansal, Trapti; Chanda, Rupal)

“Recruitment and selection are a foundation of human resource management (HRM) practices and its integration to business is critical to achieve Companyal strategic goals. However, little research has to date examined strategic integration in this specific human resource (HR) practice, and, therefore, little is known about the level and application of recruitment and selection strategic integration a situation that warrants greater investment due to the economic growth in India in a corresponding expansion of indian enterprises. Consequently, this study investigates the level at which recruitment and selection practices integrate with business strategies and the relative effects of different levels of such strategic integration on Companyal performance in 259 Indian enterprises. The results show the majority of Indian enterprises had a high level of recruitment and selection strategic integration in business strategy formulation and implementation. Moreover, the level of recruitment and selection strategic integration was positively related to growth in market share, profits and sales, employees' satisfaction, employees' productivity, and negatively related to employees' turnover. The implications for HRM practitioners and further research are discussed.”

Chapter-3: Data **Presentation &** **Analysis**

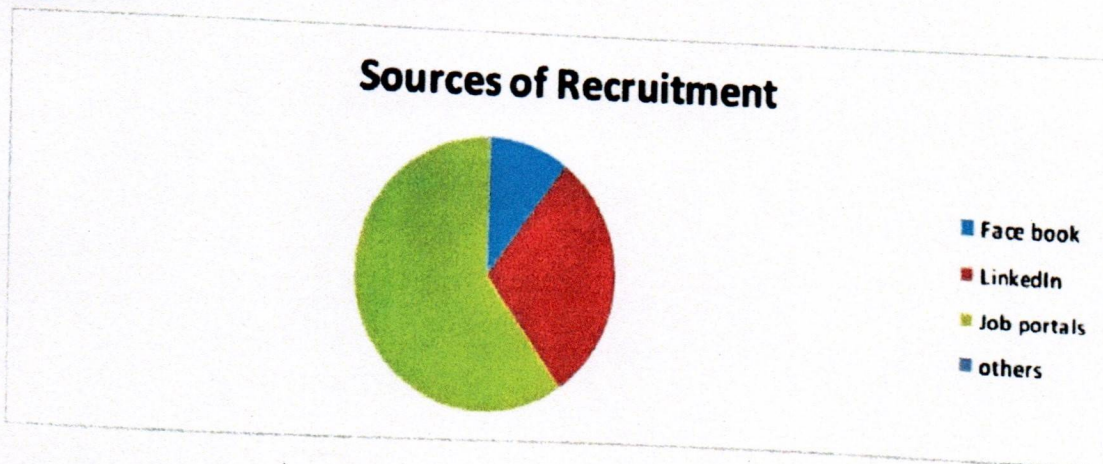
Data Presentation and Analysis

Q1 What Are the sources used for Recruitment in Pyramid Infratech?

Table 1

Sources	No. of Participants	In Percentage
Facebook	5	10
Linkedin	15	30
Job Portals	30	60
others	0	0
Total No. of Participants	50	100

Figure 1



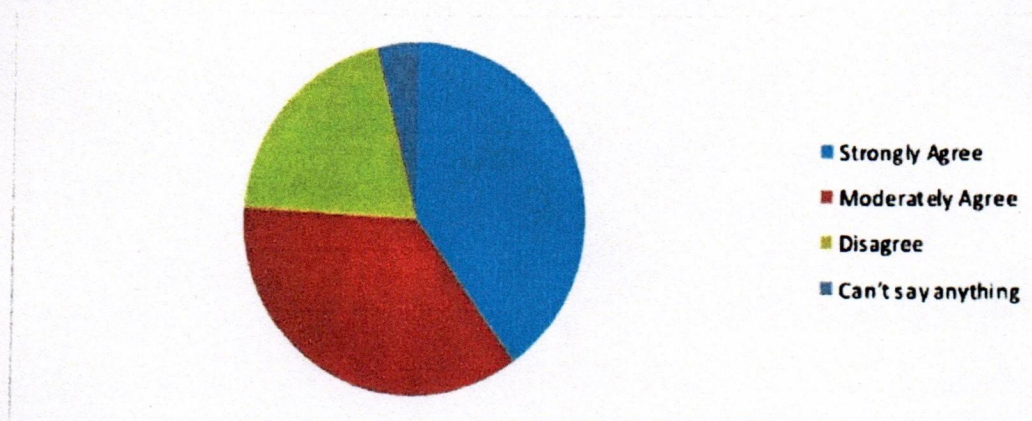
Analyses: The Above Chart Shows various sources from where recruiters Find Candidates at Pyramid Infratech. Mostly they use Job Portals Like LinkedIn and Intershala.

Q2 Are the clients happy with the recruits of Pyramid Infratech?

Table 2

Options	No. of Participants	In Percentage
Strongly Agree	20	40
Moderately	18	36
Disagree	10	20
Can't Say Anything	2	4
Total No. of Participants	50	100

Figure 2



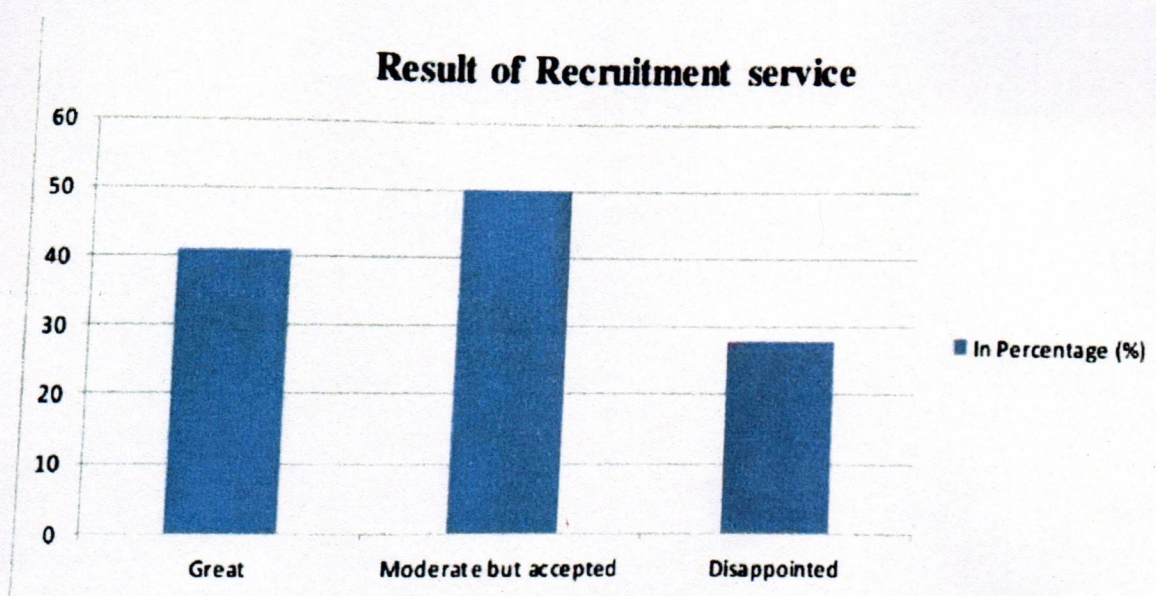
Analyses: It Shows the response of clients towards recruits of Pyramid Infratech. It shows that most clients are satisfied by the recruits.

Q3 What is the result of recruitments Done by Recruiters at Pyramid Infratech?

Table 3

Options	No. of Participants	In Percentage
Great	21	41
Moderate but Accepted	25	50
Disappointing	14	28
Total No. of Participants	50	100

Figure 3



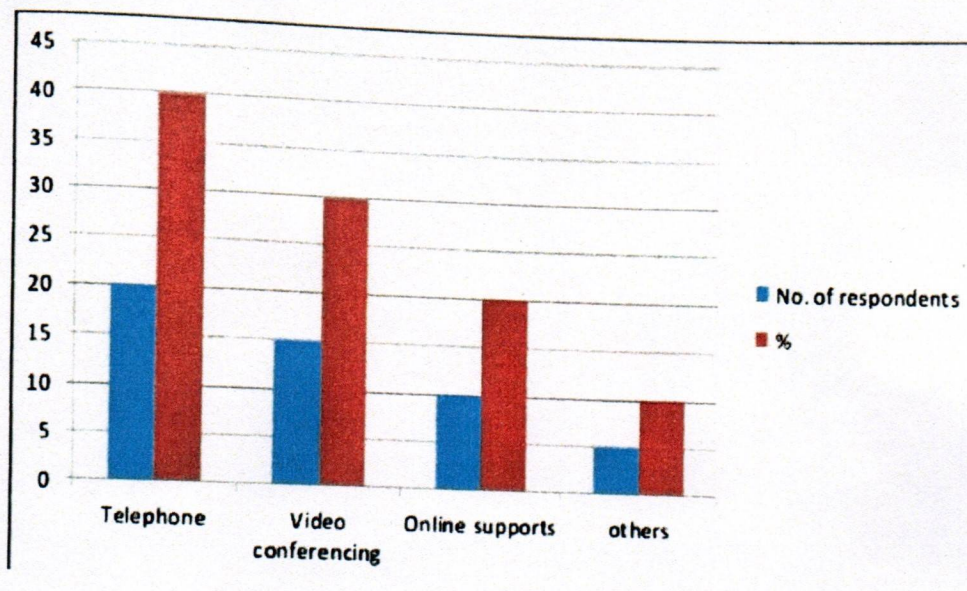
Analysis: The chart above shows Results of recruitments done by Jagvijay Motor Recruiters. The Results are not totally great and there is space for improvements.

Q4 Technological Support used by Recruiters at Pyramid Infratech

Table 4

Responses	No. of Participants	In Percentage
Telephone	20	40
Video Conferencing	15	30
Online support	10	20
others	5	10
Total no. of responses	50	100

Figure 4



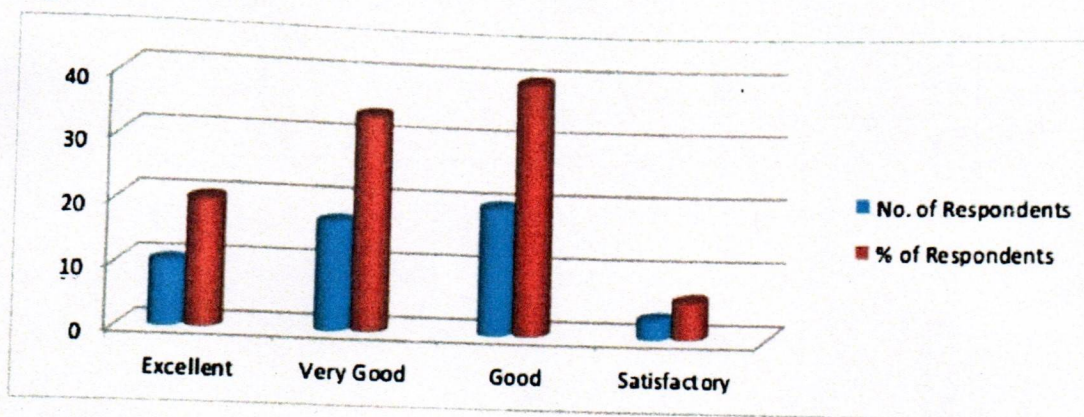
Analyses: From Above table and graph it can be analyzed that Pyramid Infratech Usually Take Telephone support for their Recruitment Process.

Q5 How would you rate the recruitment process of Pyramid Infratech?

Table 5

Responses	No. of responses	In Percentage
Excellent	10	20
Very good	17	34
Good	20	40
Satisfactory	3	6
Total no. of responses	50	100

Figure 5



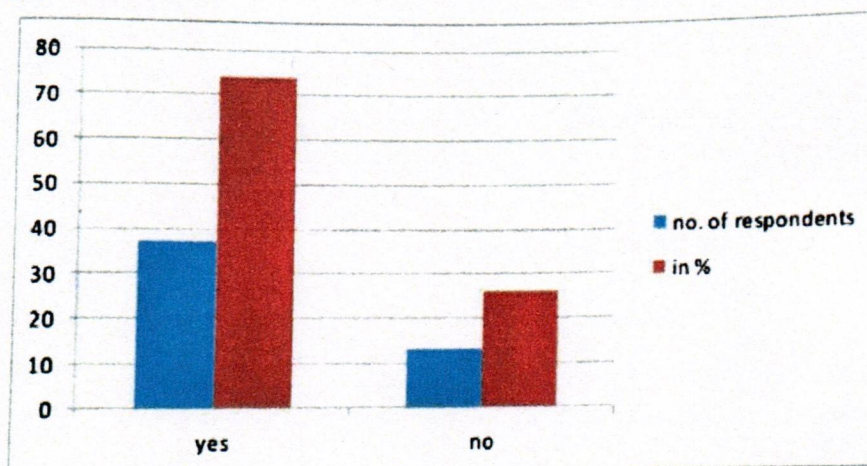
Analysis: The graph shows how sample population rated the recruitment process of Pyramid Infratech, it can be interpreted that the recruitment process is lacking at some points, but more than half of the sample population had more than satisfactory results.

Q6 Are you happy with the recruiter's analysis of the job applicants?

Table 6

Responses	No. of responses	In Percentage
Yes	37	74
No	13	26
Total No. of Responses	50	100

Figure 6



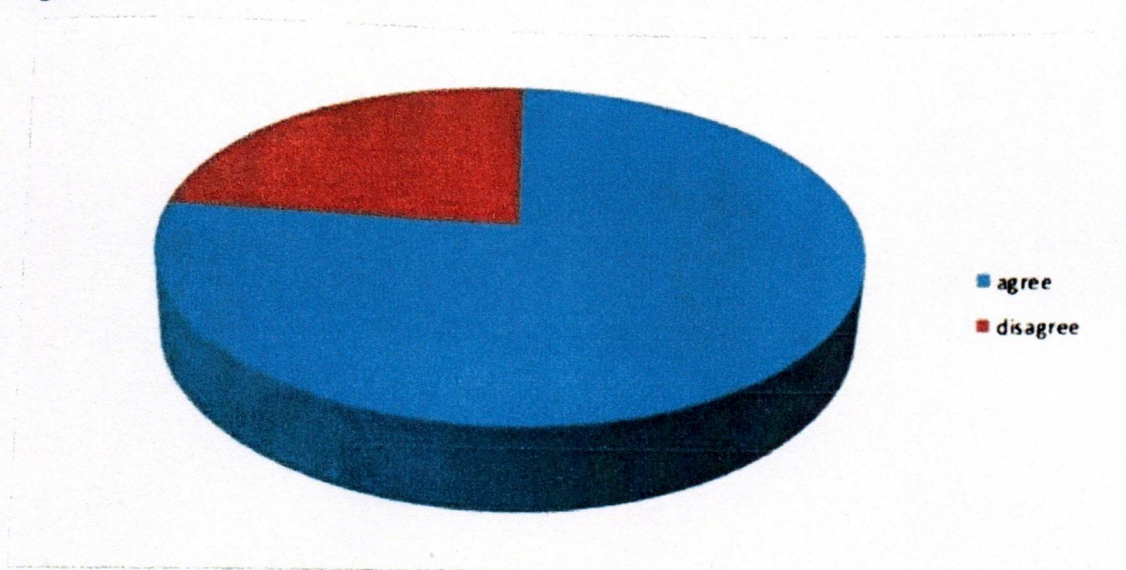
Analyses: The Above Table and Graph is to check whether the recruiters are able to analyze the Job applicants with their Recruitment Process. It Shows that most agreed with the recruiter's decision.

Q7 Does Pyramid Infratech provide right platform to applicants to find job invitation?

Table 7

Responses	No. of Responses	In Percentage
Agree	38	76
Disagree	12	26
Total no. of Responses	50	10

Figure 7



Analyses: It is analyzed from the above graph that most applicants are satisfied by the platform provided by Pyramid Infratech.

Chapter-4: Summary **& Conclusions**

Result of the Study

The Company is committed to provide best customer employee experience by choosing the best candidate after a 3-Stage selection interview practice. Which can be seen by the responses of customers in the collected data that most customers were more then satisfied with the staff of the company that deals with the client.

The Study concluded with the findings that the staff, Job candidates, and clients were more or less happy with the recruitment practices done in the Pyramid Infratech but can accept a few changes. The main aim for a recruitment department is to provide the company with the best candidate according to the position and company need within the least possible time. The recruitment process at Pyramid Infratech maybe effective for finding the best candidate but not time efficient.

Although the staff is satisfied with the HR functioning of the company it can be seen that most clients and candidates do not completely agree with the recruitment analyses done by recruitment head.

Limitations

- It was very difficult to adjust to the office environment for the first time
- It was always busy at Pyramid Infratech with clients coming at all time hence very less time to conduct the study.
- Some responses were biased.
- Many were not willing to take part in the study.
- Some of the responses were not considerable.
- It was very difficult to get in touch with higher management staff as an intern.

Key Learnings

- Talent Acquisition and Recruitment
- Sourcing
- Payroll
- Compliol
- ERP information Softwares
- ESIC Generation

Key Words

S. no.	Keywords	Meaning
1.	Recruitment	It is the process of finding, assessing and Hiring of candidates according to the need for the Company.
2.	Payroll	It the list of staff of company and the salary or amount they get for the position or job.
3.	Human Resource	It is the body of the Company that is responsible for the hiring, payroll, administration of the staff.
4.	Research Methodology	It is the procedure and methods used to conduct, analyse a study.

Chapter-5: **Recommendations**

Recommendations

- It is good that the Pyramid Infratech Have their own Recruitment heads in the Company, but the company can become time efficient by using support of consultant firms and then having a short final recruitment stage at the Pyramid Infratech office site.
- Recruitment Practices can be improved from current practice.
- The company mostly use telephone support for recruitment which is mostly biased and should be reduced by more in office assessments.
- Staff can be more active towards the follow up candidates.
- Recruitment process should be eased up.

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Appendix

Q1 What Are the sources used for Recruitment in Pyramid infratech Pvt Ltd?

- Facebook
- LinkedIn
- Job Portals
- Others

Q2 Are the clients happy with the recruits of Pyramid infratech Pvt Ltd?

- Strongly Agree
- Moderately
- Disagree
- Can't Say Anything

Q3 What is the result of recruitments Done by Recruiters at Pyramid infratech Pvt Ltd?

- Great
- Moderate but Accepted
- Disappointing

Q4 Technological Support used by Recruiters at Pyramid infratech Pvt Ltd?

- Telephone
- Video Conferencing
- Online support
- Others

Q5 How would you rate the recruitment process of Pyramid infratech Pvt Ltd?

- Excellent
- Very good
- Good
- Satisfactory

Q6 Are you happy with the recruiter's analysis of the job applicants?

- Yes
- No

Q7 Does Pyramid infratech Pvt. Ltd. provide right platform to applicants to find job invitation?

- Agree
- Disagree