



ACHARYA INSTITUTE OF TECHNOLOGY

(Affiliated to Visvesvaraya Technological University, Belagavi, Approved by AICTE, New Delhi and Accredited by NBA and NAAC)

Date: 19/05/2018

CERTIFICATE

This is to certify that **Mr. Yaswanth Kumar Bachu** bearing USN **11A16MBA42** is a bonafide student of Master of Business Administration course of the Institute 2016-18 batch, affiliated to Visvesvaraya Technological University, Belagavi. Project report on “**A Study on Recruitment and Selection Process**” at **BioNeeds, Bangalore** is prepared by him under the guidance of **Prof. Rakesh Nagaraj** in partial fulfillment of the requirements for the award of the degree of Master of Business Administration, Visvesvaraya Technological University, Belagavi, Karnataka.

Signature of Internal Guide

Signature of HOD

Head of the Department
Department of MBA
Acharya Institute of Technology,
Soldevanahalli, Bangalore-560 107

Signature of Principal

PRINCIPAL
ACHARYA INSTITUTE OF TECHNOLOGY
SOLDEVANAHALLI, BENGALURU - 560 107

BIONEEDS

Bengaluru, Vivekananda Nagar, Peenya, Bengaluru, Karnataka 560058

27th March 2018

TO WHOMSOEVER IT MAY CONCERN:

This is to certify that Mr. **YASWANTH KUMAR BACHU (1IA16MBA42)** MBA II year student of Acharya Institute of Technology, Bangalore has successfully carried out her project work on "**A STUDY ON RECRUITMENT AND SELECTION PROCESS AT BIONEEDS INDIA PVT. LTD**" from our organization, Human Resource Department from 16th January 2018 to 24th March 2018.

During her tenure she was found very regular, attentive and hard working. Her character and conduct were satisfactory.

We wish her the very best in her future endeavours.

For BIONEEDS INDIA PVT. LTD



MAHENDRA SHARMA

HR - Manager.

ACKNOWLEDGEMENT

I deem it a privilege to thank our Principal, Dr. Sharanabasava Pilli, Dr. Mahesh, Dean Academics and our HOD Dr.Nijaguna for having given me the opportunity to do the project, which has been a very valuable learning experience.

I am truly grateful to my external guide Mr Mahendra sharma, HR Manager, Bioneds Pvt Ltd., and my internal research Guide, Prof Rakesh of MBA, AIT for their research guidance, encouragement, and opportunities provided.

I wish to thank all the respondents from the firms who spent their valuable time in discussing with me and giving valuable data by filling up the questionnaire.

My sincere and heartfelt thanks to all my teachers at the Department of MBA, Acharya Institute of Technology for their valuable support and guidance.

Last, but not least, I want to express my deep appreciation to my parents for their unstinted support.

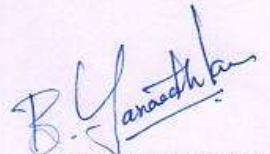
DECLARATION

I, YASWANTH KUMAR BACHU, hereby declare that the Internship report entitled study on "Recruitment and selection process" with reference to "Bionees Pvt.Ltd" prepared by me under the guidance of Prof Rakesh, faculty of M.B.A Department, Acharya and external assistance by Mr Mahendra sharma, HR Manager at Bionees Pvt.Ltd Bangalore.

I also declare that this Internship work is towards the partial fulfilment of the university regulations for the award of degree of Master of Business Administration by Visvesvaraya Technological University, Belgaum.

I have undergone a summer project for a period of Ten weeks. I further declare that this project is based on the original study undertaken by me and has not been submitted for the award of any degree/diploma from any other University / Institution.

Place: Bangalore
Date: 29/5/18


Signature of the student

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EXECUTIVE SUMMARY

This research was conducted for the period of 10 weeks from January 14-2018 to March 24-2018, by taking “**A STUDY ON RECRUITMENT AND SELECTION PROCESS IN BIONEEDS PVT.LTD**”. After proper discussion with all customers, external guide and internal guide to work on this research. Sincere effort were made to study about a study about total quality management practices at coffee day global limited

Good services were provided by the company and received proper guidance by the organization. There is a provision for customers to make complaints and feedback which will be considered by the company for its future growth and development.

The research includes introduction about the internship, information about the topic of the research, objectives, scope and literature reviews. The next part includes theoretical background of the study and at end data interpretation and findings, suggestions and conclusion.

The research was conducted with the view to analyse, evaluate and to consider the feedback received by the customers and utilize the best resources for betterment of the organization. The best alternative was chose to increase the sales of the organization and in turn increases the profits.

CHAPTER 1

INTRODUCTION

CHAPTER-I

INTRODUCTION

1.1 INTRODUCTION

This investigation clarifies the essentials and basics of what supervisors should be natural about enlistment determination hones. To work with individuals viably, a comprehension of both human conduct, state of mind and different practices accessible to enable us to fabricate a talented and spurred workforce must be gained. Most of today's businesses focus more on human assets rather than physical assets. An association can be promptly buy gear, producing offices, and most innovations, however the human ability are much difficult to find. Hopefuls who are capable enhance their customers' organizations demonstrates the capacity of a decent enrollment organization in looking abilities. HR may set procedures and create approaches, models, frameworks, and procedures that actualize these methodologies in an entire scope of zones, for example, enrollment and choice.

Enrollment alludes to the activity of pulling in, screening, and choosing potential and qualified person who may join an association. determination might be characterized as the way toward picking people who have significant capabilities to fill existing or anticipated employment opportunity. One the most imperative choices made by chiefs is the contracting choices. Without the correct individuals in the correct positions, neither an organization nor people can execute outstanding execution. An establishment can be made by great contracting choices for more viable general organization execution. Alternately, terrible procuring choices can ruin the authoritative execution and are pricy to rectify.

1.2 .INDUSTRY PROFILE

Companies in the early 1960s, and with the Patents Act in 1970. However, economic liberalization in 90s by the former Prime Minister P.V. Narasimha Rao and the then Finance Minister, Dr. Manmohan Singh enabled the industry to become what it is today.

The **pharmaceutical industry in India** ranks 3rd in the world terms of volume and 14th in terms of value. According to Department of Pharmaceuticals, Ministry of Chemicals and Fertilizers, the total turnover of India's pharmaceuticals industry between 2008 and 2009 was US\$21.04 billion. Hyderabad, Mumbai, Bangalore, Visakhapatnam and Ahmedabad are the major pharmaceutical hubs of India. The domestic market was worth US\$13.8 billion in 2013.

The government began to empower the development of medication fabricating by Indian companies cut a specialty in both the Indian and world markets with their ability in figuring out new procedures for assembling drugs at low expenses.

The quantity of absolutely Indian Pharma organizations is genuinely low. Indian Pharma industry is predominantly worked and additionally controlled by overwhelming outside organizations having auxiliaries in India because of accessibility of shoddy work in India easily. In 2002, more than 20,000 enrolled tranquilize makers in India sold \$9 billion worth plan and mass medications. 85% of these plans were sold in India while more than 60% of the mass medications were sent out, for the most part to the United States and Russia. The majority of the players in the market are little to-medium undertakings; 250 of the biggest organizations control 70% of the Indian market. Most Pharma organizations working in India utilize Indians only from the least positions to abnormal state administration. Home-developed pharmaceuticals, in the same way as other different organizations in India, are frequently a blend of open and private undertaking.

In terms of the global market, India as of now holds an unobtrusive 1– 2% share, yet it has been developing at roughly 10% every year. India picked up its solid footing on the worldwide scene with its inventively designed bland medications and dynamic pharmaceutical fixings (API), and it is currently looking to wind up a noteworthy player in outsourced clinical

research and in addition contract assembling and research. There are 74 US FDA-endorsed producing offices in India, more than in some other nation outside the U.S, and in 2005, just about 20% of all Abbreviated New Drug Applications (ANDA) to the FDA are required to be documented by Indian organizations. Developments in different fields in any case, generics are as yet an expansive piece of the photo. London inquire about organization Global Insight appraises that India's offer of the worldwide generics market will raise from 4% to 33% by 2007. The Indian pharmaceutical industry has turned into the third biggest maker on the planet and is ready to develop into an industry of \$20 billion out of 2015 from the present turnover of \$12 billion. Exports of pharmaceuticals products from India increased from US\$6.23 billion in 2006-07 to US\$8.7 billion in 2008-09 a combined annual growth rate of 21.25%. India exported \$11.7 billion worth of pharmaceuticals in 2014.

The first Indian pharmaceutical company, Bengal Chemicals and Pharmaceutical Works, which still exists today as one of 5 government-claimed sedate makers, showed up in Calcutta in 1930. These five open area tranquilize fabricating units under the Ministry of Chemicals and Fertilizers are: Indian Drugs and Pharmaceutical limited (IDP1), Hindustan Antibiotics limited (HA1), Bengal Immunity limited (BI1), Bengal Chemicals and Pharmaceutical limited (BCP1) and Smith Stanistreet Pharmaceutical limited (SSP1). Furthermore, there are various pharmaceutical assembling units under the control of state governments, for example, Goa Antibiotics ltd. furthermore, Karnataka Antibiotics ltd. For the following 60 years, the greater part of the medications in India were transported in by multinationals either in completely detailed or mass frame. There are 24,000 licensed pharmaceutical companies. Of the 465 bulk drugs used in India, around 425 are made here. India has more medication fabricating offices that have been endorsed by the U.S. Nourishment and Drug Administration than any nation other than the US. Indian generics organizations supply 84% of the AIDS sedates that Doctors without Borders uses to treat 60,000 patients in excess of 30 nations.

The Indian pharmaceutical industry presently beat the graph among India's science-based ventures with boundless abilities in the perplexing field of medication fabricate and innovation. An exceptionally composed area, the Indian pharmaceutical industry is evaluated to be worth \$ 6 billion, developing around 10 percent yearly. It positions high among all the

underdeveloped nations, regarding innovation, quality and the huge scope of medications that are fabricated.

It ranges from simple headache pills to sophisticated antibiotics and complex cardiac compounds relatively every kind of drug is currently made in the Indian pharmaceutical industry.

The Indian pharmaceutical segment has extended radically over the most recent two decades. The Pharmaceutical business in India is to a great degree divided market with extreme value rivalry and government value control. The Pharmaceutical business in India meets around 90% of the nation's interest for mass medications, sedate intermediates, pharmaceutical plans, chemicals, tablets, containers, orals and injectables. There are roughly 300 major and medium scale Pharmaceutical organizations and around 8000 Small scale units, which frame the center of the pharmaceutical business in India.

In future it will be a development time of the Indian Pharmaceutical Industry. The development is relied upon to rise up out of three noteworthy territories:

1. Contract research and development services.
2. Export led business of generics and bulk drugs and
3. Growth in specialty therapeutic areas in the domestic market.

The growth in the institutional segment is likely to raise the market for diagnostics.

Increasing industrialization, literacy levels and urbanization are likely to increase the health awareness of the general public. Consequently the demand for preventive medicine in general and immunological like tetanustoxoid, triple antigen (DPT), measles vaccine, Hepatitis vaccine, anti-rabies vaccine, polio vaccine and typhoid vaccine are likely to increase.

Companies are probably going to give careful consideration to their HR advancement exertion as a rule and administration formative projects specifically. The current situation with equipped ceasefire between the exchange and the business is probably going to proceed later on. Be that as it may, with a distinction. The business is probably going to be joined more intently than previously. Organizations, which have solid research, center and fitness just, can accomplish a practical development and execution in the borderless future commercial center. Presently the organizations are relentlessly expanding their interest in Research and Development. Organizations that think deliberately are the ones that are probably going to prevail later on.

Marginal firms are likely to be marginalized. Key thinking assumes a significantly more prominent part in the coming years. Unless the pharmaceutical organizations in India begin getting ready for future rivalry at the present time by overhauling in all territories it could be exceptionally hard to misuse development openings. It may wind up troublesome even to survive any more.

The business will keep on being in combination mode and temperament. The most recent couple of years have seen a spate of mergers and acquisitions of brands and also organizations. Indian organizations keep on being forceful in seeking after merger and procurement systems to access universal markets and to strengthen their position. Key partnerships too will be on the ascent especially in the regions of agreement look into, contract assembling and item authorizing.

The best ten pharmaceutical organizations in Indian market are recorded here under:

Cipla positions first with biggest esteem development rate of 18% and volume development of 15.3%, with a yearly esteem turnover of ` 2155 crores and at the base of the table is Aristo Pharmaceutical with 18.6% esteem development rate and 20.1% volume development on a yearly turnover of ` 966 crores. The other pharmaceutical organizations which beat in top 10, in Indian Pharmaceutical market are Ranbaxy, Glaxo, Piramal, Zydus Cadilla, Sun pharmaceutical, Alkem, Mankind, and Lupin.

Small and medium enterprises

As promising as the future is for a whole, the viewpoint for Small and Medium Enterprises (SME) isn't as splendid. The extract structure changed so that organizations currently need to pay a 16% assessment on the most extreme retail value (MRP) of their items, rather than on the ex-industrial facility cost. Subsequently, bigger organizations cut back on outsourcing and an expansive number of pharmaceutical producers moved their plant to these states, as it turned out to be relatively difficult to keep working in non-tax exempt zones. Be that as it may, in a matter of a few years the extract obligation was modified on two events, first it was decreased to 8% and after that to 4%.

SMEs have been thinking that its hard to discover the assets to redesign their assembling plants, bringing about the conclusion of numerous offices. Others contributed the cash to convey their offices to consistence.

GIOBAI TREND

The global pharmaceutical market grew to \$808 billion in 2009, at a compound annual growth rate of 9.3% between 1999 and 2009. The best 10 organizations positioned by pharmaceutical deals produced add up to offers of \$317 billion. The main 100 blockbuster drugs produced offers of US\$285. The pharmaceutical market in the Asia district was \$69 billion of every 2009 as against \$56.95 billion out of 2008. In India the pharmaceutical segment is one of the creating hello there tech areas which are contributing in the nation's economy. This segment is giving 97% of the aggregate medication necessity of the nearby market. Nearby pharmaceutical deals have developed to 21 percent in the April-June period, an ascent from 19 percent in the initial three months of this current year. India have achieved the worldwide market spreading more than 72 nations around the globe including Bangladesh, Nepal, Sri lanka, Thailand and China and are presently attempting to enter into the drug market of European and African mainlands.

There are a few reasons that impact the market or specialists to move their inclination starting with one non specific or atom then onto the next. Worldwide pharmaceutical industry is a gigantic market and to be as a decent player in that market it essential to adapt up to the pattern of the world market. Commonly non specific moving happens when there is a more viable nonexclusive accessible in the market than the present one. Regularly measurements accommodation of the nonexclusive move inclination starting with one non specific then onto the next as it is more agreeable and financial ly savvy for the patients.

1.3 .COMPANY PROFIE

Bio needs India Private limited Is a Private merged on 28 March 2007. It is designated Non-govt Company and is Enlisted at Registrar of Companies, Bangalore. Its affirmed offer capital is Rs. 218,500,000 and its paid up capital is Rs. 218,181,824. It is involved in Agricultural and animal cultivating organization works out, beside veterinary activities. This class joins particular activities, on a cost or contract preface, generally performed on the farm. Bio needs India Private limited's Annual General Meeting AGM was continue going held tight 28 September 2016 and as indicated by records from Ministry of Corporate Affairs MCA, its bookkeeping report was continue going archived on 31 March 2016. Directors of Bionees India Private limited are Paramesh Kiran Kumar, Shankarappa Nagaraj ViKesavareddiyar.

BIONEEDS INDIA PRIVATE LIMITED is a Bangalore based Contract Research Organization giving Integrated Discovery, Development and Regulatory Services to Pharmaceutical, Biopharmaceutical, Agrochemical, Industrial synthetic, Herbal/Nutraceutical and Medical gadget organizations. Bionees has a cutting edge office with 200,000 sq ft developed territory in 5 section of land grounds at Devarahosahally, Nelamangala Taluk, Bangalore provincial outside of Bangalore

Bionees has best-in-class foundation furnished with best in class offices with 200,000 sqft developed territory in 5 section of land grounds Vivarium with 63 selective creature rooms worked according to global models Cutting edge Drug Discovery and Development labs to help Medicinal science, Biology, In vivo Pharmacology, Toxicology, Custom combination, Process R&D, CGMP assembling, Formulation and Analytical advancement administrations.

ACCREDITATIONS / CERTIFICATIONS

- National GIP Compliance Monitoring Authority (NGCMA), Dept. of Science and Technology, Government of India

- Committee with the end goal of Control and Supervision of Experiment on Animal (CPCSEA), Ministry of Environment and Forests, GOI to breed and investigation on creatures
- State Drug Controller as a Government endorsed Drug Testing laboratory for completing tests on Drugs/Cosmetics and Raw Materials utilized as a part of their make for the benefit of permit for offers of medication/beauty care products
- Review Committee on Genetic Manipulation (RCGM), bureau of biotechnology, GOI to direct tests on creatures for DNA or Genetically adjusted assets
- Bioneds is AAA1AC guaranteed lab for creature mind

1.3.1 PROMOTERS

DIRECTOR NAME	DESIGNATION
PA Ramsh krian kumar	Director
Shankarappa nagaraj vinaya babu	Managing Director
Baskaran kesavaraddyar	Nominee Director

1.3.2. MISSION VISION & QUALITY POLICY

MISSION

“To provide comprehensive high quality and most cost effective pre clinical service and biomedical companies with minimum turn around time”

VISION

“To the global leaders and trusted partner in pre clinical service”

QUALITY POLICY

“We are committed to quality confidently and ethics in our service that exceed the expectations and continue to improve the system and process through innovations we stand for 4-refined R”

1.3.3. PRODUCTS & SERVICES PROFILE:

PHARMACEUTICALS

Bioneds is the One Stop Solution for Safety assessment – IND, NDA empowering and other security contemplates. Our ability for worldwide IND-empowering security assessment traverses crosswise over mammalian toxicology, hereditary toxicology, DMPK, and bio-examination amid the preclinical phase of medication advancement including technique improvement, approval, polluting influence profiling, contamination segregation, portrayal, affirmation and assessment. What's more Bioneds' NDA/ANDA empowering security assessments incorporates a complete arrangement of ADMET measures. Our logical group drove by area specialists has helped customers in effective and opportune entries throughout the years.

Compound Synthesis: Importantly, Bioneds can likewise create the test material required for preclinical assessment in its cutting edge Chemistry office.

Exploratory Toxicology Studies:

Dose limiting toxicology studies

Dose escalation toxicology studies

NUTRACEUTICALS

Nutraceuticals are items gotten from the nourishment sources with additional medical advantages notwithstanding the essential wholesome esteem found in sustenances. It is a quickly developing segment and overall administrative experts are concentrating on the security and nature of the nutraceutical items as these are implied for human utilization. Bioneds offers extensive variety of wellbeing and physicochemical investigation for nutraceutical items.

Specializations in Herba1s/Nutraceuticals. Healthful naming – US FDA marking prerequisites: Trace examination, Pesticide deposits, Drug buildups, Antibiotic buildups, DIOXINS, Toxic metals, Aflatoxins. Healthful actualities, Amino acids profile, Water solvent vitamins by HP1C– B1, B2, B3, B6 and C, Fat dissolvable vitamins A, D and so on., by HP1C

MICROBIOLOGY ANALYSIS OF HERBAL, NUTRACEUTICALS AND DRUG COMPOUNDS

- Total viable Bacterial count
- Combined Yeast mould
- Pathogen analysis like Salmonella, E.coli, Streptococci etc.
- Biochemical confirmatory tests of pathogens
- Swab testing

BIOPHARMACEUTICALS

Abilities incorporate improvement of recombinant proteins, for example, non-glycosylated proteins; glycoproteins and monoclonal antibodies got from either bacterial or mammalian host articulation frameworks. Our Preclinical stage is upheld by OECD-GIP and AAAIAC ensured creature offices. We have the ability to deal with Novel Biologics, Biosimilars and Biobetters.

COSMETICS

Bioneds serves the corrective business considering the new enactment necessities with the In vitro contrasting options to the creature ponders. We offer exchange testing administrations to formulators and makers of restorative and other individual care items.

AGRO CHEMICALS

For Agrochemicals - Pesticides, Biocides, Herbicides and Industrial Chemicals; Bioneds offers GIP toxicology thinks about, Eco-toxicology ponders, Phys-Chem examination and Complete Solutions for enrollment as per OECD, CIPAC, OPPTS, SANCO, EC, EPA, CIBRC, OCSPP, ISO, JMAFF, SETAC and other administrative test rules.

CHEMISTRY:

We embrace custom combination from milligram to kilogram scale, process improvement/advancement, advancement of cost decrease procedures, novel and non-encroaching procedures.

CHEMISTRY SERVICES

Bioneds has cutting edge Chemistry labs all around upheld by experienced logical team. At Bioneds we comprehend our customer necessities and offer extensive variety of science administrations to help revelation explore (restorative science and agrochemical investigate) engineered, systematic and process look into (API's) administrations.

MEDICAL DEVICE TESTING

Bioneds is routinely assessing Biological security of various sorts of therapeutic gadgets according to ISO 10993. The information produced by our examinations have been submitted to the FDA, EU and other administrative offices. Our demographic incorporates national and global organizations including UK, France, US, Canada, Brazil, Malaysia, Germany, Australia, China, Norway, Saudi Arabia, Thailand, Indonesia, Uganda, and so forth.

1.3.4. AREAS OF OPERATION

Bioneeeds is a leading Indian, Bangalore-based (Contract Research Organization) CRO giving Integrated Discovery, Development and Regulatory Services to Pharmaceutical, Biopharmaceutical, Agrochemical, Industrial Chemical, Herbal, Nutraceutical and Medical Device organizations. Bioneeeds has a best in class office with 200,000 sq ft developed territory in 5 section of land grounds in the quiet edges of Bangalore. Bioneeeds' Synthetic Chemistry and Biopharma research centers are housed in our Peenya office traversing around 50,000 sq.ft. region.

1.3.5 . INFRASTRUCTURE FACILITIES:

DRUG TESTING LAB

Administrative testing and Pharmacopoeial examination is a standout amongst the most critical procedure of the pharmaceutical Industry. Bioneeeds gives administrative agreeable and quality medication investigation reports by testing different parameters of medications in our medication testing lab.

ALTERNATE TO ANIMAL STUDIES

To support the new international legislations and 3Rs principle towards animal testing, Bioneeeds offers range of alternate to animal testing studies.

ALTERNATE STUDIES	ANIMAL STUDIES
Bovine Corneal Opacity and Permeability Test (BCOP)	Eye Irritation Studies
Direct Peptide Reactivity Assay (DPRA)	Sensitization Studies/GPMT
In Vitro Skin Irritation Test (Episkin™ /Epiderm™)	Skin Irritation
In Vitro Dermal absorption (Episkin™ /Epiderm™)	Dermal Absorption

ALTERNATE STUDIES	ANIMAL STUDIES
In Vitro 3T3 NRU Phototoxicity	In Vivo Acute Phototoxicity studies
Local Lymph Node Assay (LLNA): BrdU-EIISA	Sensitization Studies/GPMT

1.4 COMPETITORS & INFORMATION

Biocon, India's biggest biotech organization is centered around conveying moderate development. The organization is resolved to decrease treatment expenses of constant illnesses like diabetes, growth and immune system sicknesses by utilizing India's cost favorable position to convey moderate medicinal services answers for patients, accomplices and social insurance frameworks.

Sanofi, a worldwide and differentiated medicinal services pioneer, finds, creates and disseminates remedial arrangements concentrated on patients' needs. Sanofi has center qualities in the field of social insurance with seven development stages: diabetes arrangements, human immunizations, inventive medications, purchaser medicinal services, developing markets, creature wellbeing.

Cadila Pharmaceuticals Ltd is one of the biggest secretly held pharmaceutical organizations in India, headquartered at Ahmedabad, Gujarat. In the course of the most recent six decades, the organization has been creating and fabricating pharmaceutical items in India and offering and circulating these in more than eighty-five different nations around the globe.

NATCO Pharma Ltd was consolidated in Hyderabad in 1981 with an underlying speculation of about US\$ 54,954. With a humble start of tasks as a solitary unit with 20 workers, NATCO today has five assembling offices spread crosswise over India with committed present day look into research facilities, abilities in new medication advancement, and so forth.

1.5. SWOT ANALYSIS

STRENGTHS:

- Brand equity of BIONEEDS.
- Rigorous Pre-Hiring assessment tests to understand aptitude and personality of candidates.
- Proper reference checks to ensure that only bonafide candidates are appointed.
- Adequate number of channel partners to generate footfalls for each location.
- Footfall MIS being maintained at each branch locally by Admin.

WEAKNESS:

- Pre assessment tests are costly.
- Conversion of footfalls is low.
- lengthy pre-offer formalities.
- Huge employee turnover.

OPPORTUNITIES:

- Campus recruitments have huge potential for fulfilling manpower requirements cost effectively.
- Tie up with recruitment agencies on supplying fixed number of footfalls week on week.
- Develop exclusive contract with channel partners to meet the manpower requirements.
- Make blue form brief and to the point.

THREATS:

- Campus recruitments have huge potential for fulfilling manpower requirements cost effectively.

- Tie up with recruitment agencies on supplying fixed number of footfalls week on week.
- Develop exclusive contract with channel partners to meet the manpower requirements.
- Make blue form brief and to the point.

1.6. FUTURE GROWTH AND PROSPECTS

The Bionees Research Center (BRC) is a science complex where pharma and biotech organizations can have space to lead preclinical investigations for their novel mixes as per CPCSEA and GIP (Good Laboratory Practices) rules. Organizations can rent settled creature experimentation rooms, which are of worldwide principles with controlled temperature, moistness and air taking care of. These organizations have the advantage of using hematology, natural chemistry, microbiology, histopathology and bio-scientific research centers.

Different utilities like necropsy room, medical procedure room and autoclave in the science complex are very much prepared to do propelled look into in creature models. The organization additionally encourages the import of transgenic creatures for science complex tenants.

The key qualities of the organization are foundation and people. It has an entrenched Vivarium office with temperature moistness and air controlled twofold hallway framework with all the help structures. Its mastery incorporates pharmacology, toxicology and adequacy ponders. It is kept an eye on by a group of doctorates, post graduates and graduates in veterinary sciences, microbiology, zoology and organic chemistry. Its business projections and the present tasks close by will see it twofold its quality to 60 before the finish of 2008-09. The scene for the pre-clinical administrations in India offers promising openings.

There will be an expansion in the ventures by pharma organizations for the improvement of medications. It would take another 10-15 years for circumstances in the fragment to immerse. In spite of the fact that, there has been a great deal of research completed all around to turn out with elective tests and strategies to supplant creature thinks about, administrative bodies would be worried to rely upon the conclusions drawn from these tests. All things considered, one of the significant reasons of evaluating security in creatures is to touch base at a sheltered

beginning measurements to test the compound in people. Adaptability in offering the administrations at the correct time and in the innocent zones like the adequacy studies can put organizations on the highest point of the outline, educated Dr. Babu.

1.7.FINANCIAL STATEMENT

BALANCE SHEET:

Particulars	March17 (12 months)	March16 (12 months)
Equities and liabilities		
Share holders fund		
Equity share capital	45.75	45.75
Total share capital	45.75	45.75
Reserves and surplus	2373.13	2072.24
Total reserves and surplus	2373.13	2072.24
Total share holdersfund	2418.88	2117.99
Non current liabilities		

long term borrowing	2.50	2.50
Differd tax liabilities(net)	17.56	0.00
Other long term liabilities	0.00	0.10
long term provisions	44.73	33.74
Total non current liabilities	64.79	36.35
Current liabilities		
Trade payables	397.78	338.05
Other current liabilities	330.98	181.52
Short term provisions	58.19	239.80
Total current liabilities	786.95	759.37
Total capital and liabilities	3270.63	2913.71
Assets		
Non - current assets		
Tangible assets	83.27	98.33
Intangible assets	783.81	760.59
Capital work in progress	15.34	3.27
Other assets	35.12	0.00
Assets held for sale	0.00	0.00
Fixed assets	917.54	862.19
Noncurrent investments	0.00	36.51
Deffered tax assets(net)	0.00	75.51
long term loans and advances	32.12	309.65
Other non current assets	242.08	0.00

Total non - current assets	1191.74	1283.86
Current assets		
Current investments	0.00	4.33
Inventories	321.90	360.68
Trade recievables	120.78	142.30
Cash and cash eqivalants	1523.09	1024.65
Short term loans and advances	16.93	68.55
Other current assets	96.18	29.34

Profit and loss account:

Particulars	March 17(12 months)	March 16(12 months)
Income		
Revenue from operations(gross)	2041.85	2076.28
less:excise /service tax/other levies	75.67	81.42
Revenue from operations(net)	1966.19	1994.86
other operating revenues	0.08	22.16
Total operating revenues	1966.27	2017.02
Other income	101.16	85.74

Total revenue	2067.43	2102.76
Expenses		
Cost of materials consumed	387.54	370.95
Purchase of stock in trade	424.70	362.09
Changes in inventories of FG , WIP and stock in trade	-15.76	51.89
Employee benefit expenses	303.89	275.75
Finance cost	0.96	0.52
Depreciation and amortization expenses	62.93	123.87
Other expenses	516.77	525.36
Total expenses	1681.03	1710.43
	March	March
	17(12	16(12
	months)	months)
Profit and loss before exceptional ,extraordinary items and tax	386.40	392.33
Exceptional items	130.43	9.89
Profit/loss before tax	516.84	402.21
Tax expenses – continued operations		
Current tax	188.66	187.81
Deffered tax	-8.61	-8.37
Total tax expenses	180.06	179.44
Profit/loss after tax and before extraordinary items	336.78	222.77
Extraordinary items	0.00	0.00
Profit/loss from continuing operations	336.78	222.77
Profit/loss for the period	336.78	222.77

CHAPTER 2

CONCEPTUAL BACKGROUND AND LITERATURE REVIEW

CHAPTER 2

THEORETICAL BACKGROUND AND LITERATURE REVIEW

2.1. THEORETICAL BACKGROUND OF STUDY:

Introduction:

The project discusses “HR Practices in BIONEEDS Pvt. Ltd”. HR helps the Organization to manage its human assets more strategically so that it can attain higher levels of performance and greater profitability. The HR manager assist employees in finding ways to increase

productivity and to reinforce the organization's core competencies by teaching skills that contribute to organizational growth. Additionally, HR works to develop an environment that encourages affiliation, responsibility and commitment.

DEFINITION:

Recruitment can be defined as searching for and obtaining a pool of potential candidates with the desired knowledge, skills and experience to allow an organisation to select the most appropriate people to fill job vacancies against defined position descriptions and specifications.

SOURCES OF RECRUTEMENT

Internal Sources:

I. Present permanent employees:

The organization considers the competitors from their hotspots for telecom industry due to

- a. Availability of most appropriate applicants.
- b. The approach of association to inspire the present representatives.

II. Retired Employees:

By and large the association takes the possibility for the work from the resigned representatives because of commitment. Now and then the organization re-utilizes the resigned representative's as a token of their dependability to the association.

External Sources:

1. Job Centers:

This is the system covering most urban areas going about as specialist for potential managers. They are private worker trade; work focuses help the hopefuls in find out about the nation the nation over.

2. Outplacement Consultants:

There are the experts simply like the work trade. In this activity specialists can enlist their name and when there is a sent for meet currently trying to put and may give preparing required. Accessible when enlistment required.

3. News Papers:

At whatever point there is enlistment in the organization it will be promoted in the daily paper. Since the daily paper is the main wellspring of achieving the data to the general population.

4. Internet:

Web is the cutting edge method of enrollment. On the off chance that an organization needs to place or fill an opening inside a brief timeframe through the outer source then web is the best source.

2.2 LITERATURE REVIEW:

1.Stylist (1998) characterizes Employee enrollment as "practices and exercises carried on by an association to identify and drawing in potential employees".Many expansive partnerships have representative enlistment designs that are intended to attractpotential workers that are fit for filling empty positions as well as include tothe association's way of life.

2. According to Costello (2006) enlistment is portrayed as the arrangement of exercises and processes used to lawfully get an adequate number of qualified individuals at the right place and time with the goal that the general population and the association can choose each other in their own best short and long haul intrigue.

3. According to Montgomery (1996) is on coordinating the abilities and slants of prospective applicants against the requests and rewards innate in a given employment.

4. Jovanovic (2004) said enrollment is a procedure of drawing in a pool of high quality applicants to choose the best among them. Therefore, top performing companies gave impressive assets and vitality to making top notch selection systems. Because of the way that associations are constantly invigorated by information technology to be more aggressive, it is normal to likewise consider using this technology to re-sort out the conventional enrollment and choice process through proper choice systems, with that both the adequacy and the productivity of the processes can be expanded and the nature of the enlistment and choice decision improved.

5. Dessler, (2000) found in his investigation that the Recruitment and determination frames a center part of the focal exercises basic human asset administration: to be specific, the acquisition, improvement and reward of the laborers. It as often as possible structures an important part of crafted by human asset administrators – or assigned authorities inside work organizations. In any case, and imperatively, enlistment and determination choices are often for justifiable reason taken by non-experts, by the line chiefs. Enrollment and selection likewise have a critical part to play in guaranteeing specialist execution and positive hierarchical results

6. Mullins (1999) showed that to be a high performing association, human resource management must have the capacity to help the association to put the ideal individual in the right job. The human asset administration hones incorporate enrollment, selection, placement, assessment, preparing and improvement, remuneration and advantages, and retention of the workers of an association. Organizations have created human resource data frameworks that help: (I) enrollment, determination, and contracting, (ii) job placement, (iii) execution evaluations, (iv)

representative advantages examination, (v) training and advancement, and (vi) well-being, security, and security.

7. Odiorne (1984) showed that the nature of newcomers relies on an organization's enlistment hone, and that the relative adequacy of the selection phase is intrinsically needy upon the bore of applicants attracted. Smith et al. (1989) contend that the all the more viably the enrollment arrange is conveyed out, the less imperative the genuine determination process moves toward becoming. At the point when an association makes the choice to fill a current opportunity through enrollment, the primary stage in the process includes directing a far reaching work investigation. This may as of now have been conducted through the human asset arranging process, especially where recruitment is a generally visit event. Once work investigation has been conducted, the association has an unmistakable sign of the specific necessities of the activity, where that work fits into the general association structure, and would then be able to start the procedure of recruitment to pull in reasonable contender for the specific opportunity.

As per Odiorne, (1984) one aftereffect of powerful enrollment and determination is reduced work turnover and great representative resolve. Enlisting incapably is costly, since poor volunteers may perform severely or potentially leave their work, in this manner requiring further enrollment. In a cross national investigation of enlistment rehearses, proposes that, as a general rule, enrollment hones include practically zero endeavor to approve hones. Personnel managers have a tendency to depend on input from line administrators and trial periods and disciplinary techniques to weed out missteps. Firms with high quit rates live with them and tend to incorporate them with their enrollment practices and they don't dissect the constitution of their work turnover. Various late investigations have recommended that some enlistment strategies are more viable than others as far as the estimation of the representatives selected.

8. Miyake, (2002) showed that while promoting is normal for work opening, applicants were now and then selected by listening in on others' conversations, through existing representatives. Besides being less expensive, the "grapevine" discovers representatives who remain longer (low voluntarturnover) and who are less inclined to be rejected (low automatic turnover).

People recruited by overhearing people's conversations remain longer since they have a clearer thought of what the job really includes. The investigation assessed five examinations in which normal work turnover of those enlisted by publicizing was 51 percent. The work turnover for spontaneous applicants was 37 for every penny and turnover for candidates prescribed by existing employees was 30 percent. One speculation proposed to represent this was the "best information" theory. It was contended that individuals who were recommended by other employees were better and more reasonably educated about the activity than those who applied through daily papers and offices. In this way, they were in a superior position to assess their possess appropriateness. Better educated competitors are probably going to have a more reasonable view of the activity, culture of the association and employment prospects.

9. Burack, (1985) contends that enrollment sources are essentially connected to differences in worker execution, turnover, fulfillment and authoritative duty. In a survey of 201 vast US organizations, Burack requested that respondents rate the effectiveness of nine enrollment sources in yielding excellent, high-performing representatives. The three top positioned sources were worker referrals, school enrolling and executive search firms. In any case, alerts that, while these general outcomes are valuable, there is a need for more noteworthy inner investigation of the relative nature of volunteers yielded by various sources.

10. Kersley et al (1997) repeated the expectant socialization arrange for under studies planning to enter callings, and specifically the impacts of enrollment and selection experiences on vocation desires and introduction. They concurred that the nature of students' pursuit of employment action, the ownership of important work understanding, and exposure to businesses through enlistment and determination exercises may frame some portion of the "evolving grouping of a man's work encounters" which adds to anticipatory socialization.

11. DeLery and Doty (1996) contended that giving under studies a more noteworthy mindfulness of employment openings, and furnishing them with the capacity to be proactive in approaching potential businesses, will prompt more powerful vocation self-management and choice procedures.

12. Gould, (1984) contends that most slip-ups are caused by the way that chiefs generally give little idea to the basic idea of the choices. Bosses are astonished and disappointed when an arrangement comes up short, and frequently the individual designated is blamed rather than perceiving the shortcomings all the while and approach, even the soundest of methods and best practice (in choice) contain scope for blunder. Some of this is because of the techniques themselves, however the primary source is the fragility of the human decision creators. Determination devices accessible to associations can be portrayed along a continuum that reaches from the more customary strategies for interviews, application forms and references, through to the more modern systems that encapsulate biographical information, inclination tests, appraisal focuses, work tests, mental testing, et cetera. Every technique for choice has its favorable circumstances and disadvantages and contrasting their opponent cases includes looking at every strategy's legitimacy and psychometric properties. How much a determination strategy is seen as effective and maybe complex is controlled by its dependability and legitimacy.

13. Miyake, (2002) In a correlation of faculty choice practices in seven European countries investigated the use of a scope of built up determination strategies. They reported a general pattern towards organized meetings in all nations and, while the general legitimacy and agreeableness of strategies, for example, work tests, bunch exercises and evaluation focuses were broadly perceived, revealed use of these techniques was infrequent.

14. Burton (2001) in his investigation of enrollment and choice practices in the USA, found that around 25 percent of respondent associations led approval studies on their choice strategies. Moreover, in a rating of different determination techniques, those perceived to be better than expected in their capacity to anticipate representatives' activity performance included work tests, references/suggestions, unstructured interviews, structured meetings and evaluation focuses.

15. Cran (1995) proposes that advancements in the domain of determination loan some help to those who propound the HRM theory, where a key component has been the expansion in testing planned expressly to survey social and attitudinal attributes. He further shows that the degree to which these more advanced and systematic approaches can be, and are, conveyed, depends to an

extensive degree, on sectoral circumstances and on the more extensive business administration strategies being sought after.

16. Armstrong (1991) examined the issues to consider incorporate the kind of test (irregular or convenience), cost, ease, member time requests (e.g., add up to time, days of the week, and time of day), and productivity (e.g., staff hours per enrolled member). Analysts (e.g., staff hours per selected member). Scientists have various strategies from which to pick, including promoting, coordinate mail, and phone.

17. French (1982) found that there are two choices of enrollment. In the first place, Institutions or events, (for example, therapeutic workplaces, schools, group sports associations, wellbeing fairs, community occasions, and temples) frequently are utilized as a setting for enlistment. Schools present a promising road for the enlistment and appraisal of youth. Enrollment at schools may not be proper in considers having a family or neighborhood context, requiring a more noteworthy dispersal of members from a bigger region, or concentrating on data collection in the home.

18. Kaplan and Norton (2004) found that the quantity of individuals who declined to provide screening data had a tendency to be higher by phone than face to face. However, refusals via phone have a tendency to be more improbable than with sent overviews (Kelly, 2006). It ought to be noticed that phone strategies can be utilized not just for recruitment, but additionally for information accumulation. Late advances in phone review strategy have made phone enrollment and looking over an undeniably appealing choice in numerous examination fields.

19. Drucker (1999) has examined that Recruitment strategies require not be restricted to one method. It is conceivable and frequently attractive to join strategies to upgrade the recruitment accomplishment of a specific venture. For instance, utilization of center gatherings and pilot studies that include the group and pre-enlistment, exposure can prompt high rates of assent.

20. Johnston, (1999) broke down that for each activity in the association, a careful job analysis, which incorporates the expected set of responsibilities and employment determination, is vital and based on this, a suitable choice criteria is crucial. The expected set of responsibilities provides indications of the obligations to be embraced, and the activity detail more often than not prescribes relevant individual characteristics and states of mind and aptitudes and information required for the activity.

CHAPTER 3

RESEARCH DESIGN

CHAPTER 3

RESEARCH DESIGN

3. INTRODUCTION TO RESEARCH DESIGN

Research configuration is characterized as the detail of techniques and methods for gathering the data required is an arrangement of association outline for doing the accumulation of information. Information which is required for the investigation is gathered from both the essential and auxiliary source (Thornh, 2003). Essential information was gathered through overview strategy by dispersing polls to workers. BIONEEDS Industries has 350 representatives out of 350 workers test estimate have been taken as 70 with the assistance of Convenience examining strategy. However, the filled poll got from the respondents is 40.. It

3.1.STATEMENT OF THE PROBIEM

It is a troublesome undertaking for associations to inquiry, enlist, and select skilled individuals in the present tight work advertise. As there are less qualified abilities accessible, the opposition is increasing. This deficiency prompts significant for associations to lead powerful enrollment, determination, and hold quality abilities. What is more is that obtaining the correct ability is turning into an undeniably mind boggling and testing movement.

Enlisting has dependably been a line in the side of organization profitability. It is costly. It is tedious. Despite the fact that a great many studies demonstrates the high cost of representative turnover in time, cash, and lost efficiency enlisting has proceeded to frequently be hurried and shallow. At the point when the elastic takes off, directors regularly simply need a warm body.

Enlisting staff is an expensive practice. It is likewise an obligatory piece of any business to lead this training keeping in mind the end goal to get by in the commercial center. The cost of essentially finding the perfect individual to contract can be powerful. Business counsel, William G. Delight names different, conceivably high expenses during the time spent enlisting alone: notice, time cost of interior scout, time cost of selection representative's associate in

investigating resumes and performing other enrollment related undertakings, time cost of the individual leading the meetings, drugs screens and personal investigations, and different pre-work appraisal tests.

3.2. NEED FOR THE STUDY

Decide the present and future necessity of the association work force arranging and occupation investigation exercises.

Understanding the enrollment and choice process in association.

Examination of labor spending investigation of the for the enlistment in the enrollment procedure.

3.3. OBJECTIVES OF THE STUDY

- To study the recruitment and selection procedure followed in BIONEEDS PVT.LTD
- To study the various sources of recruitment followed in BIONEEDS PVT.LTD
- To search or headhunt people whose skill fits into the company's values

3.4. SCOPE OF THE STUDY

labor is considered as the most critical resource in associations. lately there has been exponential development in the utilization of staff position organizations for contracting the most ideal ability among every one of the experts over the globe. From the earliest starting point of the most recent decade, different particular occupation arrangement offices have turned out to be increasingly unmistakable to tackle the work force situation issues looked by organizations. The extent of the work is limited to enterprises as it were. The specialist attempted to look at the enlistment and determination procedure of the organization

3.5. RESEARCH METHODOLOGY

Kind of research outline: Descriptive research configuration is utilized as a part of this examination.

SAMPLING DESIGN:

Arbitrary testing strategy is utilized as a part of this investigation. Arbitrary examining from a limited populace alludes thereto that strategy for test decision that is given each potential example mix an equivalent likelihood of being grabbed and each thing inside the whole thing inside the whole populace to have square with likelihood of being encased inside the example.

The inspecting unit is that the essential unit containing the components of the objective populace. In the investigation, the individual representatives are the individuals who work in Swastika.

SAMPLE SIZE :100 EMPLOYEES

DATA COLLECTION METHOD

Information accumulation is a demonstration of gathering applicable and satisfactory information required for the exploration from the example estimate. For the most part two strategies are utilized for information gathering

1. PRIMARY DATA

Essential information was gathered from the representatives of swastika investmart

2. SECONDARY DATA

Aside from essential information, the auxiliary information is being gathered through course readings, records from the organization, diaries, Academic reports and web

3.6 HYPOTHESIS:

H0: There is a significant relationship between internal recruitment and time consumption

H1: There is a no significant relationship between internal recruitment and time consumption

3.7. LIMITATIONS OF THE STUDY:

- **Perception limitation** - Also, Employees tend to think little of their aptitudes previously training and overestimate their abilities present preparing on approve their interest in the preparation program. Along these lines it is seen that it is hard to exhaustively assess or catch the adequacy of a training program.

- **Time restriction** - While getting each one of the studies filled, I went up against that most of the delegate's might not want to respond in light of the obliged time they had. I went up against a lot of issue while convincing them.

- **Sample appraise basic** - As the delegate base of the affiliation is around 21,500 specialists, so it was to a great degree difficult to cover each one of the laborers in this examination. Number of specialist campaigned in this review is obliged to the case size of 400 agents so to speak. This compels the degree of the wander consider and the examination may not address the whole people.

- **Span imperative** - The time length for the undertaking is restricted to two months so it was hard to dissect the trainings needs at smaller scale level.

3.8 Chapter scheme

Chapter1: Introduction

This part gives a short presentation about the investigation of worker training at swastika

Chapter2 : Conceptual background and literature review

Chapter3: Research design

This part manages the ideas of research outline, for example, title of the investigation, articulation of issue, target of study, extent of the examination, inquire about strategy, theory and restrictions of the investigation

Chapter4: Data analysis and interpretation

This section incorporates classification, examination and understanding of the information gathered introduced in graphical shape

Chapter5: Summary of findings, conclusion and suggestions

This part finishes up the task report. It contains the discoveries and conclusions, support of the targets of the examination and different proposals and recommendations that can be made

CHAPTER 4

DATA ANALYSIS

AND

INTERPRETATION

CHAPTER 4

DATA ANALYSIS & INTERPRETATION

4. INTRODUCTION DATA ANALYSIS

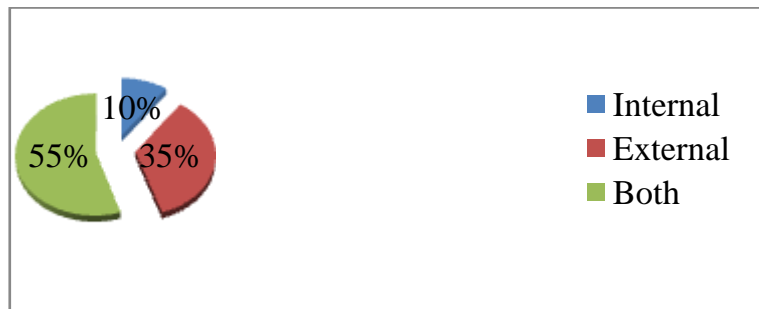
Information end up helpful just influence they are appropriately broke down. Information investigation includes covering's as arrangement of recorded perception i.e. information into unmistakable articulation and induction about relationship. This assignment is useful in distinguished the territories where the organization each enhance additionally gathered information was investigation by the utilization of basic measurement devices like rate and result have been spoken to by utilizing bar graph segments and pie diagram.

Table 4.1 Shows Sources Of Recruitment

1. Which of these sources of recruitment are used in BIONEEDS Company Pvt ltd?
 - a) Internal
 - b) External
 - c) Both.

Options	Internal	External	Both	Total
Responses	2	7	11	20
Percentage	10	35	55	100

d)



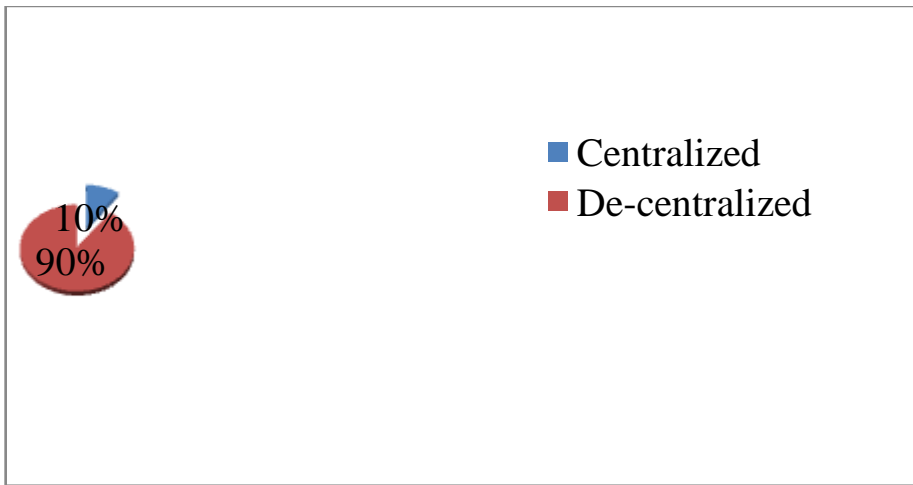
Graph :4.1

Interpretation: It was discovered that around 55% of the enrollment and choice is done both by inner and outside sources, while as outer sources are utilized more than the inside sources.

Table 4.2. Shows Form of Recruitment

- 2. Which form of recruitment is used in BIONEEDS Company Pvt ltd?
 - a) Centralized
 - b) Decentralized

Options	Centralized	Decentralized	Total
Responses	2	18	20
Percentage	10	90	100



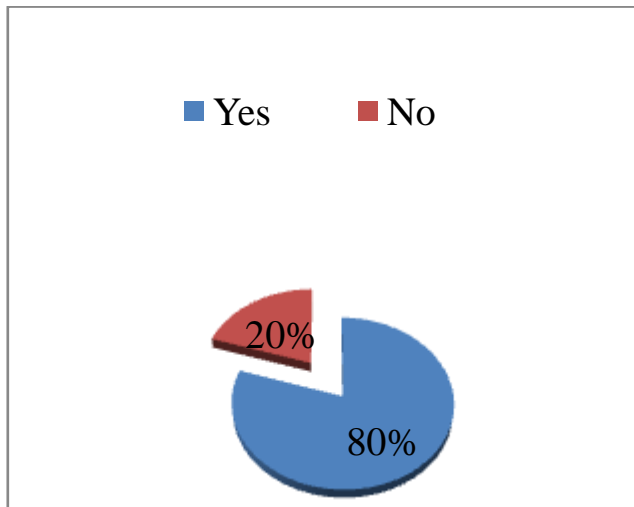
Graph: 4.2

Interpretation: It was discovered that enrollment is decentralized. Be that as it may, for higher places of work the enrollment is concentrated..

Table 4.3. Shows External Recruitment

- 3. Does external recruitment brings out the desirable employees in to the organization?
 - a) Yes
 - b) No

Options	Yes	No	Total
Responses	18	2	20
Percentage	80	20	100



Graph: 4.3

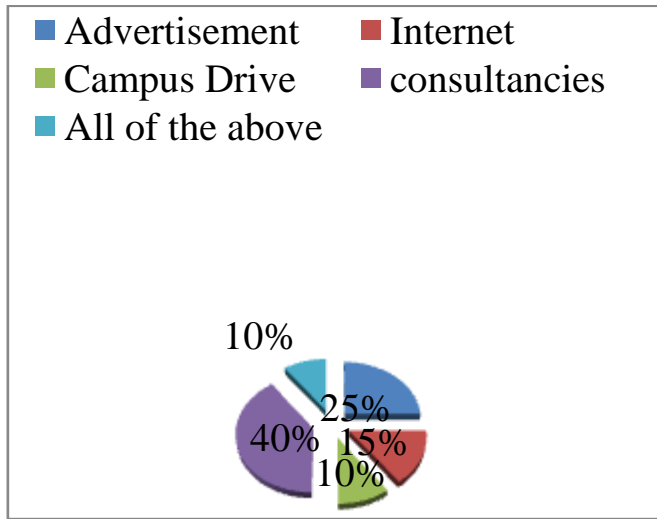
Interpretation: It was discovered that 80% of the workers surmise that outside wellsprings of enlistment carries attractive representatives into the association while, other 20% are of the sentiment that occasionally inside sources give best workers to a specific position

Table 4.4. Shows External Sources Of Recruitment

4. Which of the following external sources of recruitment are used in BIONEEDS Company Pvt ltd?

- a) Advertisement.
- b) Internet.
- c) Campus drives.
- d) Consultancies.
- e) All of the above.

Options	Advertisement	Internet	Campus drive	Consultancies	All of Above	Total
Responses	5	3	2	8	2	20
Percentage	25	15	10	40	10	100



Graph: 4.4

Interpretation: It was discovered that 40% of the representatives are enrolled through the consultancies and 20% of the workers are chosen by the commercial took after by web with 15% and grounds choices with 10%.

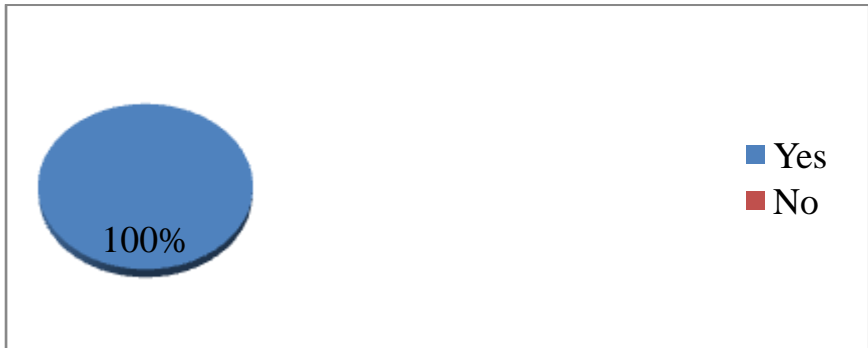
Table 4.5. Shows Different Recruitment Process

5. Does your company follow different recruitment process for different grades of employees?

- a) Yes
- b) No.

Options	Yes	No	Total
Responses	20%	0	20
Percentage	100	0	100

c)



Graph:4.5

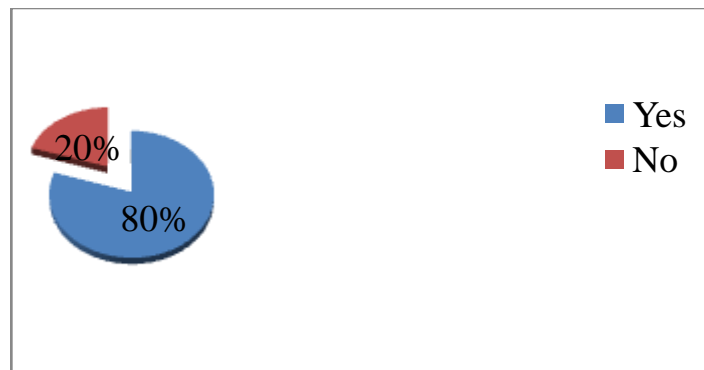
Interpretation: It was discovered that from that distinctive enlistment process is embraced for various evaluations of business.

Table 4.6. shows Satisfied With The Recruitment Process

6. Are you satisfied with the recruitment process?

- a) Yes
- b) No.

Options	Yes	No	Total
Responses	16	4	20
Percentage	80	20	100



Graph 4.6

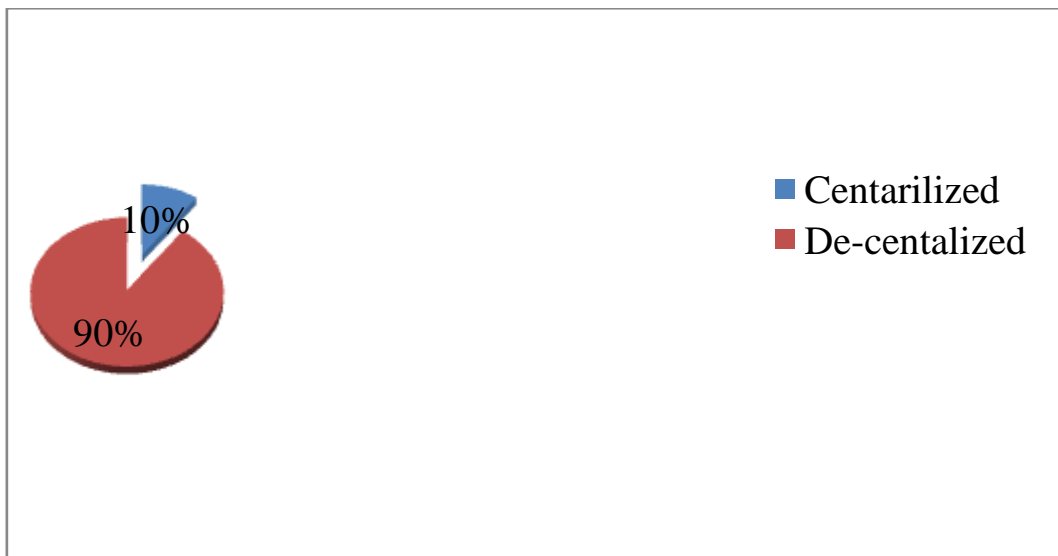
Interpretation: It was discovered that 90% of representatives are happy with the enrollment procedure embraced by BIONEEDS Company Pvt ltd. Be that as it may, a portion of the respondents thought there ought to be a few changes in the current enrollment procedure of the association.

Table 4.7. Form Of Selection

7. Which form of selection is used in BIONEEDS Company Pvt ltd?
- a) Centralized
 - b) Decentralized

Options	Centralized	Decentralized	Total
Responses	2	18	20
Percentage	10	90	100

c)



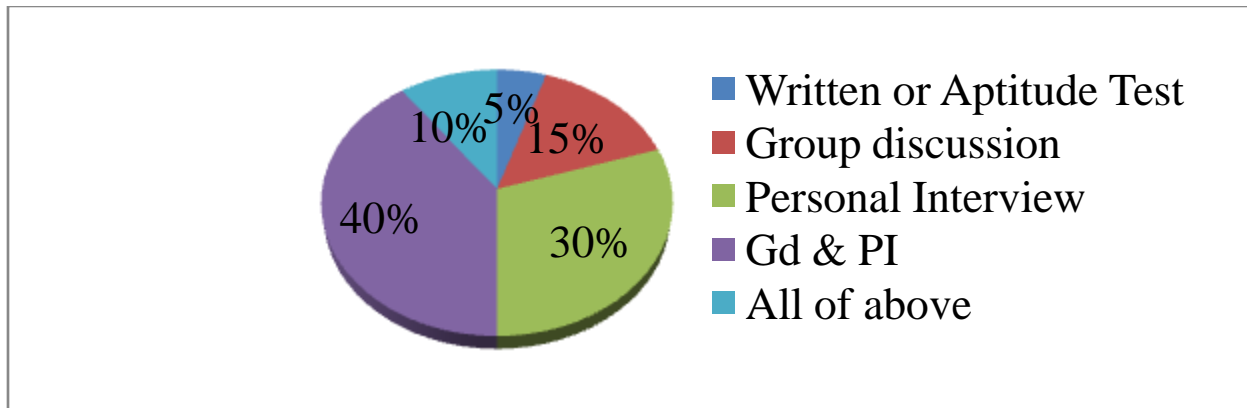
Interpretation: It was discovered that the determination procedure is decentralized. Notwithstanding, now and again it is brought together in light of the fact that for top administration choice is done at Head Office

Table 4.8. shows Selection Process

8. Which of the following methods does your company uses during selection process?

- a) Written or aptitude test
- b) Group discussion
- c) Personal interview
- d) Group discussion and personal interview
- e) All of the above.

Options	Written or aptitude test	Group Discussion	Personal interview	GD & PI	All of above	Total
Responses	1	3	6	8	2	20
Percentage	5	15	30	40	10	100



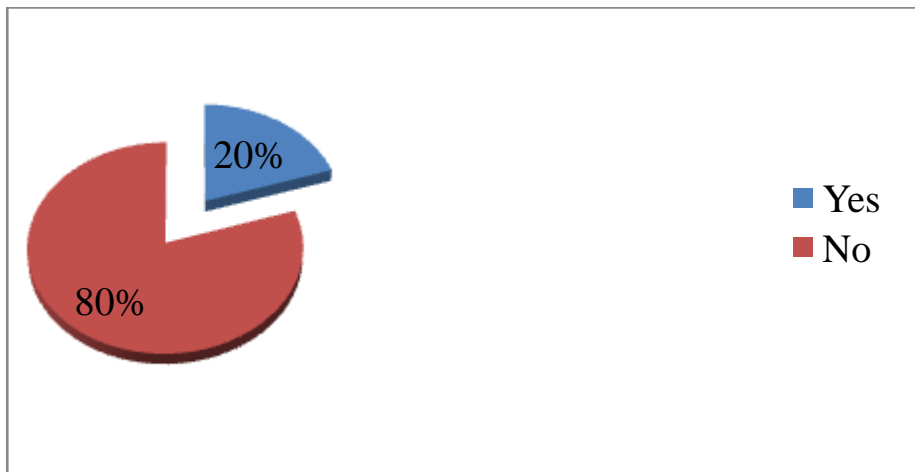
Interpretation:It was discovered that 40% of determination is finished by Group Discussion and Personal Interview. Notwithstanding, Personal Interview is generally utilized strategy for choice took after by bunch exchange.

Table 4.9. shows Stress Test

9. Do you think innovative techniques like stress test, psychometric test and personality test should be used for selection?

- a) Yes
- b) No

Options	Yes	No	Total
Responses	4	16	20
Percentage	20	80	100



Graph: 4.9

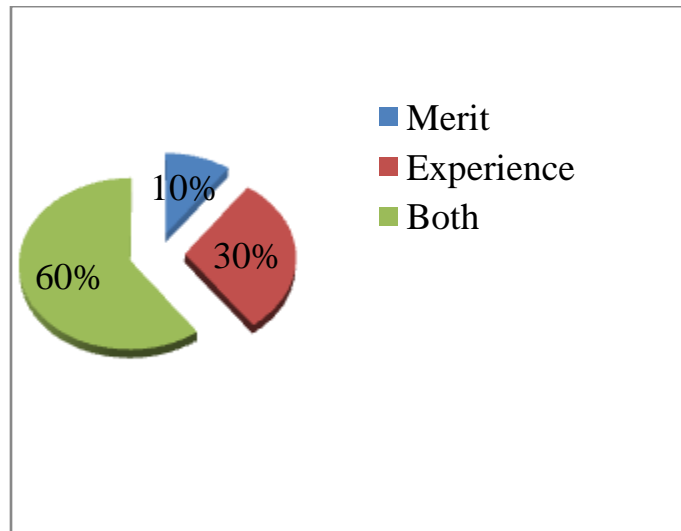
Interpretation: It was discovered that 20% of the respondents were of the feeling that pressure test, psychometric test and identity tests ought to be utilized for the choice, while the others were happy with the current enrollment and determination process.

Table 4.10. shows Basis for Selection

10. What is the basis for selection?

- a) Merit
- b) Experience
- c) Both.

Options	Merit	Experience	Both	Total
Responses	2	6	12	20
Percentage	10	30	60	100



Graph 4.10

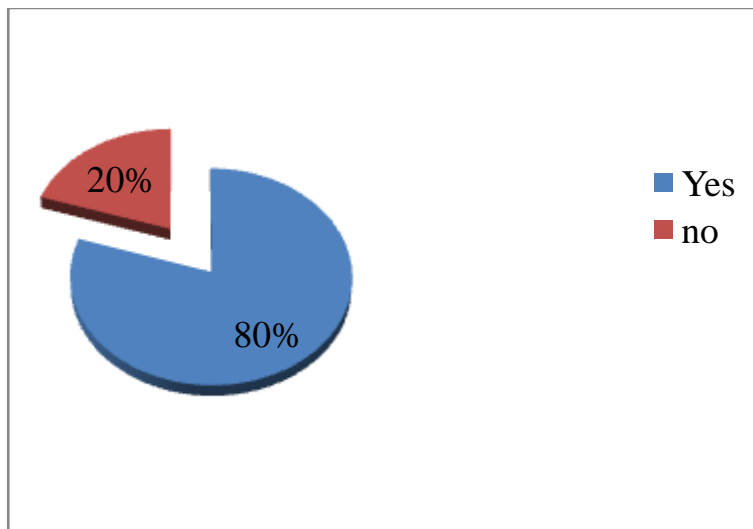
Interpretation: It was discovered that both experience and legitimacy is considered amid the determination procedure. Be that as it may, experienced individuals are given more thought as opposed to commendable fresher's.

Table 4.11. shows Satisfied With The Slection Process

11. Are you satisfied with the selection process?

- a) Yes
- b) No.

Options	Yes	No	Total
Responses	16	4	20
Percentage	80	20	100



Graph: 4.11

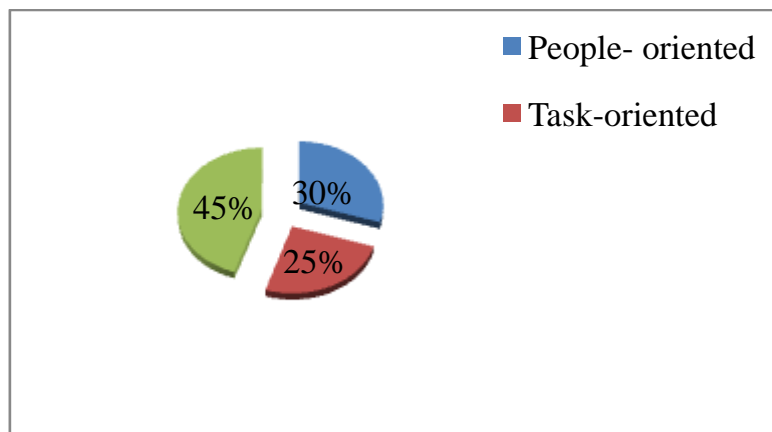
Interpretation:It was discovered that around 80 % of the representatives are happy with the determination procedure. In any case, the remaining is of the conclusion that there ought to be some adjustment in the enrol lment and choice procedure of the association.

Table 4.12. shows Organization Is Considered

12. Your organization is considered as :

- a) People - Oriented
- b) Task – Oriented
- c) Combination Of Both

Options	People-Oriented	Task-Oriented	Combination of Both	Total
Responses	6	5	9	20
Percentage	30	25	45	100



Graph: 4.12

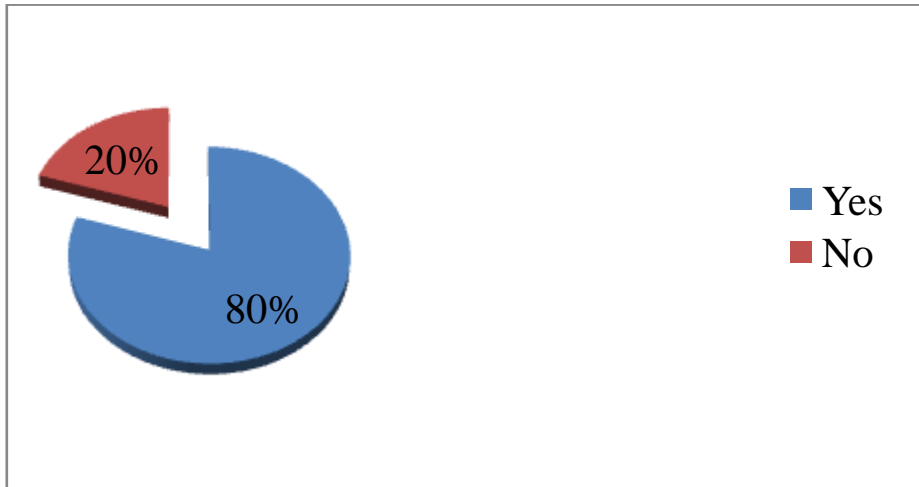
Interpretation: From the 20 representatives studied, 45% workers were found for association (the two individuals situated and undertaking oriented). But as per the 25% representatives the association is errand arranged

Table 4.13. shows Feel comfortable while your work

13. Do you feel comfortable while your work is look after by HR Manager?

- a) Yes
- b) No

Options	Yes	No	Total
Responses	16	4	20
Percentage	80	20	100



Graph: 4.13

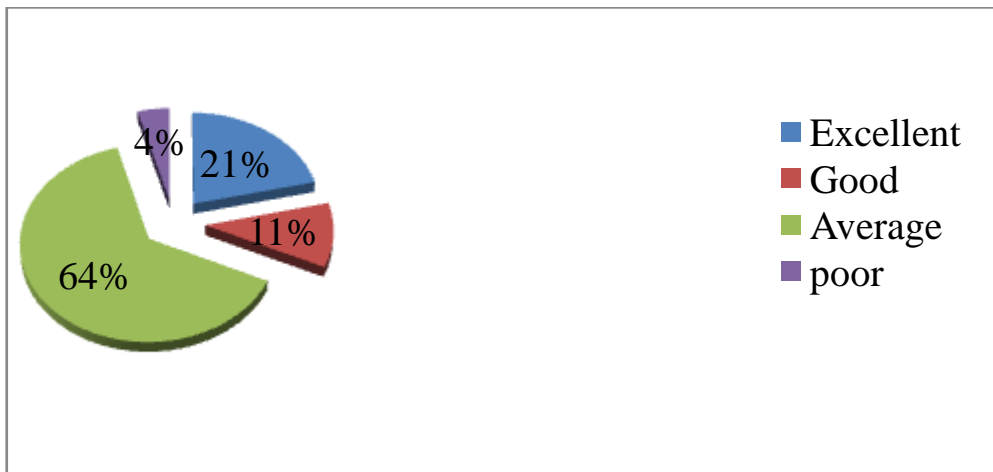
Interpretation:As indicated by our study 78% of the representatives are agreeable while working under the supervision of the H.R director.

Table 4.14. shows Daily schedule

14. Your daily schedule is

- a) Excellent
- b) Good
- c) Average
- d) Poor

Options	Excellent	good	Average	Poor	Total
Responses	4	2	12	2	20
Percentage	20	10	60	4	100



Graph: 4.14

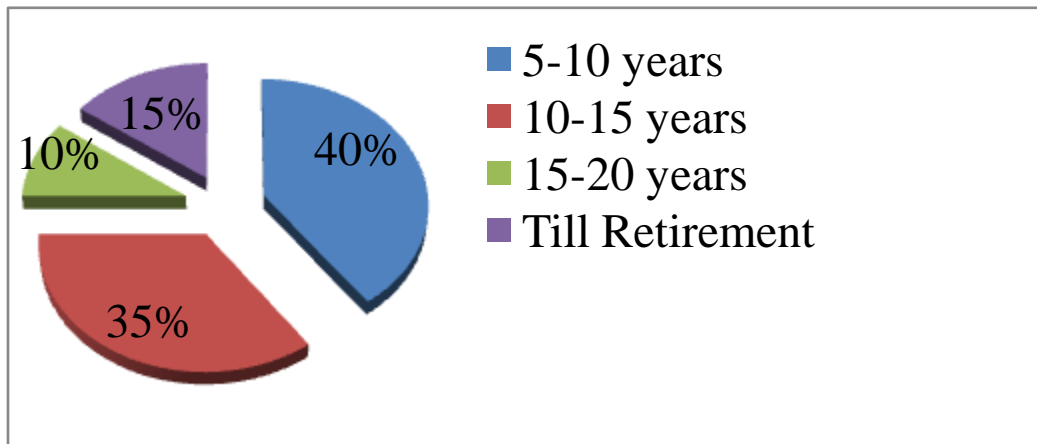
Interpretation:In BIONEEDS Company Pvt ltd 66% of the workers are particularly happy with their day by day plan while 20 and 10 % of representative fall in the class of Excellent and great individually. Just 4% of the overviewed representatives are disappointed with their every day working timetable.

Table 4.15. shows like to continue with the organization

15. How long will you like to continue with the organization?

- a) 5 -10 years
- b) 10-15 Years
- c) 15-20 Years
- d) Till Retirement.

Options	5-10 years	10-15 years	15-20 years	Till Retirement	Total
Responses	8	7	2	3	20
Percentage	40	35	10	15	100



Graph4.15

Interpretation:From the above information 15% of the representatives are faithful to work with a similar association (BIONEEDS Company Pvt ltd) till Retirement

CHAPTER 5

FINDINGS,

SUGGESTION AND

CONCIUSION

CHAPTER 5

SUMMARY OF FINDINGS, SUGGESTIONS AND CONCLUSIONS

5.1. FINDINGS

- After the information investigation and translation the discoveries are:
- Both inward and in addition outer wellsprings of enrollment utilized.
- Consultancies (40%) and promotion (25%) are the two primary outer wellsprings of enrollment.
- The enlistment and choice process is decentralized.
- About 80% of the representatives are happy with enrollment and determination process.
- Recruiter can able to source maximum three to four resume per hours averagely with relevant job requirement.
- Microsoft Excel and Internal Software are used to track the shortlisted candidates in majority.
- Maximum Number of HR required three to four hours for each interview
- Maximum Number of selected candidate are back out after receiving the offer due to CTC mismatch
- Around 41% to 60% shortlisted candidates are turning up for the interview.
- Majority of people are agreed that manpower planning is helping during recession
- Majority of people are agreed that online assessment is considering to remove the maximum number of people
- As in the research it found out telephonic interview is consider to be preliminary round of interview.
- Recruiter are not helping for the process of negotiation in salary with shortlisted candidate.

5.2. SUGGESTIONS

1. The enrollment and determination techniques ought to have been occurred in such a way, with the goal that the individual levels of fulfillment of the workers have been checked
2. The biasness connected with the reactions ought to be evacuated.
3. Everything ought to have been appropriately arranged in order to decrease mistakes in future.
4. To check time to time exercises performed under enrollment and determination methodology. HR Division should introduce online requisition system. As a result, HR division will get requisition form immediately and it will make faster its process.
5. HR Division already exercises their internal network properly for recruitment advertisement. Now they can post recruitment advertisement on their website. So, interested applicants can get information to visit their website.
6. HR Division needs enough space to maintain CV bank. It will employees to find resumes easily.
7. In written, viva or practical exam, there should not be any unfairness. Otherwise The ACME laboratories will lose appropriate candidates.
8. HR division should also communicate with failed candidates. At least, they can send an email on applicants' account.
9. There is no training for the new internee in The ACME laboratories ltd. But if they provide any training program for internees then it will be easier for them to adjust new environment.
10. The recruitment and selection process' activities of MR and SPR could be done separate days. So it will release extra pressure from employees and they can find more appropriate employees.
11. HR division should be also more focus on management assessment centers in its selection process. It will help them to judge applicants according to perform realistic job.
12. The ACME laboratories ltd should start training its managers on better interviewing

13. Always attempt to make the enlistment and determination methodology as effective as could be expected under the circumstances.

5.2. CONCLUSION

Enrollment as being one of the real themes is required by a large portion of the association. Thus the investigation helped in understanding the different parts of enlistment and choice process. In the BIONEEDS COMPANY PVT LTD the wellsprings of enlistment is successful, the inner determination Well start is half done"

I am ready to meet out my set goal set down before the examination that is directed at BIONEEDS.

In First Phase I had contemplated there winning framework. So as to get to its viability I embraced three unique methods by means of: perception, meet, and poll. My study enrollment and determination process is very successful on different measurements through nature of work life, enlistment strategy, hierarchical responsibility/picture, and employment nature measurement. Aside from that I figured out how to deal with work entryways screening of competitors, planning interviews chipping away at contracting and so on.

"The correspondence business faces two essential difficulties today. Grasping the persistent development required to finish viably in the "client encounter" time, while simultaneously dealing with a complex worldwide biological system of advancements, aptitudes, clients, accomplices and providers ,said Higgins. "BIONEEDS is the one organization today offering profound space aptitude in both of these basic regions, and as the outcomes has turned into a key provider to huge numbers of the world's driving association in the correspondence business. BIONEEDS is the to a great degree all around situated today, and I esteem the chance to enable the organization to make new levels of progress.

of the association likewise in a sparing means which additionally decrease costs, simply in the wake of looking the proficiency of the current representative towards the organization and his earnestness that worker will be chosen, in BIONEEDS COMPANY PVT LTD the powerful

selection process is adopted in the last 5 years. It can be retained as such. Also the employees of BIONEE

DS Company Pvt ltd are satisfied with the recruitment and selection process. Also they are well aware about the various sources and methods of recruitment and selection.

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Websites

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- www.trai.gov.in

Other Review of HRM manual given by HR Department at BIONEEDS Company Pvt ltd

ANNEXURE

QUESTIONNAIRE

This questionnaire survey is purely for academic purpose. Any information collected through this survey is confidential and would not be shared with anyone other than the people involved in this.

- 1) Name: -.....
- 2) Qualification:
- 3) Age:
- 4) Gender:
- 5) Monthly income-
 - a. Less Than 10,000 ()
 - b. 10,000 - 20,000 ()
 - c. 20,000 - 50,000 ()
 - d. Above 50,000 ()

TO STUDY THE RECRUITMENT AND SELECTION PROCEDURE ADOPTED IN BIONEEDS INDIA PVT. LTD :

1. Does external recruitment brings out the desirable employees in to the organization?
 - c) Yes
 - d) No

2. Does your company follow different recruitment process for different grades of employees?
 - c) Yes
 - d) No.

3. Are you satisfied with the recruitment process?
 - a) Yes

b) No.

4. Which of the following methods does your company use during selection process?

- a) Written or aptitude test
- b) Group discussion
- c) Personal interview
- d) Group discussion and personal interview
- e) All of the above.

5. Do you think innovative techniques like stress test, psychometric test and personality test should be used for selection?

- a) Yes
- b) No

6. What is the basis for selection?

- a) Merit
- b) Experience
- c) Both.

7. Are you satisfied with the selection process?

- a) Yes
- b) No.

8. Your daily schedule is

- a) Excellent
- b) Good
- c) Average
- d) Poor

9. Does the organization clearly define the position objectives, requirements and candidate specifications in the recruitment process?

- a. Yes

b. No

10. Rate the effectiveness of the interview process and other selection instruments.

- a) Excellent
- b) Adequate
- c) Poor

11. Does the HR department is efficient in selection policy of the employees?

- a) Yes
- b) No

12. Does HR provide an adequate pool of quality applicants?

- a) Yes
- b) No

13. In selection process, do you think innovative techniques (like stress level test, psychometric test) play an effective role.

- a) strongly agree
- b) Agree
- c) Disagree
- d) strongly disagree

14. What kind of recruitment and selection practices give the best results according to you for the Bioneds India Pvt. Ltd

- a) Job posting
- b) Employee referrals
- c) E-recruiting
- d) Campus placements

15. The hiring process helps in identifying the competence both visible (like knowledge, skill) and hidden aspects (like behavioral, social role, self-image, trait)

- a) Strongly agree
- b) Agree
- c) Disagree
- d) Strongly disagree

16. Employer branding plays key role in successful recruitment and retention of high talent.

- e) Strongly agree
- f) Agree
- g) Disagree
- h) Strongly disagree

17. Which of these sources of recruitment are used in BIONEEDS INDIA PVT LTD?

- a) Internal
- b) External
- c) Both.

18. Which form of recruitment is used in BIONEEDS INDIA PVT LTD?

- a) Centralized
- b) Decentralized

19. Which of the internal sources of recruitment are used in bionees pvt ltd?

- a) promotions
- b) transfer
- c) present employee recommendations

20. Which of the following external sources of recruitment are used in BIONEEDS PVT LTD?

- a) Advertisement.
- b) Internet.
- c) Campus drives.
- d) Consultancies.
- e) All of the above.

21. Does external source of recruitment brings in required skills, talents, knowledge.

- a) strongly agree
- b) Agree
- c) Disagree
- d) Strongly disagree

22. Employee referrals play crucial role for attracting the applicants.

- a) Strongly agree
- b) Agree
- c) Disagree
- d) Strongly disagree

23. Your organization is considered as :

- a) People - Oriented**
- b) Task – Oriented**
- c) Combination Of Both**

24. Advance tools and techniques will enhance success rate of recruitment and selection process.

- a) Strongly agree
- b) Agree
- c) Disagree
- d) Strongly disagree

**ACHARYA INSTITUTE OF TECHNOLOGY
DEPARTMENT OF MBA**



**INTERNSHIP WEEKLY REPORT
(15 JAN 2018 TO 24 MARCH 2018)**

Name of the Student: YASWANTH KUMAR BACHU

Internal Guide: Prof. RAKESH


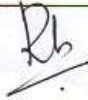

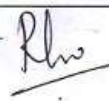

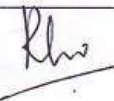

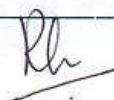
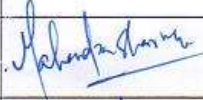
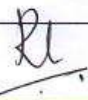
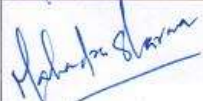
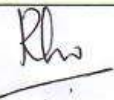
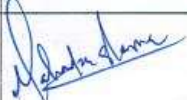
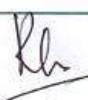




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Specialization: Human Resource & Marketing

Title of the Project:

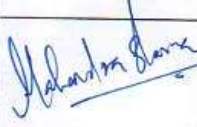

"A STUDY ON RECRUITMENT & SELECTION"


Company Name: BIONEEDS Pvt. Ltd, BANGALORE

Work	Work Undertaken	External Guide Signature	Internal Guide Signature
15/1/2018-20/1/2018	Introduction about Pattern effects labs and its operation		
22/1/2018-27/1/2018	Learning about different operation and products		
29/1/2018-3/2/2018	Orientation and Gathering information about growth of company		
5/2/2018-10/2/2018	Analysis of market position of the company		
12/2/2018-17/2/2018	Research problems identification		
19/2/2018-24/2/2018	Preparation of research instruction for data collection		
26/2/2018-3/3/2018	Theoretical background of the study		
5/3/2018-10/3/2018	Data collection and data analysis		
12/3/2018-17/3/2018	Interpretation of the data gathered		





	during the survey		
19/3/2018-24/3/2018	Final report preparation and submission		


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