



INTRODUCTION

Human resources are paramount importance in the success of any organization because most of the problems in the organization setting are human or economical, so every organization needs proper manpower planning. Without human efforts organizations cannot accomplish their objectives, so effective and efficient, sound manpower planning is necessary for smooth running of the organization.

So recruitment is the first step in the procedure continuous with selection and ends with placement of candidate. The purpose of recruitment is to locate sources of manpower to meet job requirements and job specifications. Recruitment has been regarded as most important function of personnel administration as it gives right type of people for right job.

All organizations whether small or large does, engage in recruiting activity to some extent. Recruitment policy involves commitment by the employer to find out employee and the best-qualified person for each job.

Selection process provides right person for right job, at right time and right place and promotion programme improve the co-operation between the employees.

Ghatge Patil Industries Ltd. Company is the largest and most successful group in the western Maharashtra.

Recruitment is the most important function of personnel. Recruitment makes it possible to acquire the number and type of people necessary to ensure the continued operations of the organization. A proper recruitment procedure leads to an assured and successful future. A successful and effective recruitment programmer needs a well defined recruitment policies and proper organizational structure, suitable methods and techniques.

1] In present position, the supply of labor in India is abundant. The supply of labor force is more as comrade to the demand. The company has to recruit skilled labor. So, recruitment helps to select right person for right job.

2] Selection procedure is discovering the most suitable and promising candidate to fill up the position vacant and others are eliminated.

In the age of industrialization every organization needs to have well trained and experienced people to perform the activities that have to be done. Due to the advanced technology and large-scale production, training has got its own importance. As the jobs become more complex, the importance of employee development also increases.

3] Training is application of knowledge. It attempts to improve the skill and performance on the current job or to prepare for an intended job.

A] STATEMENT OF THE PROBLEM

The present study is entitled as” **a critical study focusing on activities of recruitment, selection policy and training in Ghatge Patil industries Pvt. Ltd.**” An attempt would be made to investigate the causes and consequences of three aspects of the organization viz. recruitment selection and training

B] OBJECTIVES OF THE STUDY

Objectives are as follows,

1. To make a detail study of existing recruitment and selection policy of Ghatge Patil Industries Ltd.
2. To study the sources of recruitment.
3. To study the selection procedure.
4. To find the satisfaction level of user department and fresh recruitee about staffing function of organization.
5. To make suggestions, if /any to improve the situation.
6. To know the opinion of employees regarding training program.
7. To understand the expectations of the workers regarding training program.
8. To know the problem involved in training program.
9. To study the before and after training program effect

10. To offer the suggestions for improvements if necessary.

C] SCOPE OF THE STUDY

1] This study is limited for only one organization, which is Ghatge Patil Industries Ltd.

2] This study is confined only to understand the recruitment, selection policy and training in Ghatge Patil Industries Ltd.

3] Period covered is 50 days

4] The department covered under the research programme is Accounts, production, HR etc.

No of Respondents: 50

For this study only 50 respondents are taken.

DATA COLLECTION AND PROCESSING

The study will be based on the secondary data, which will be available from Annual Reports, manuals, reference books and website. Other information, which will not be available from literature, will be acquired through observation and personal interviews with the persons involved with recruitment and training.

LIMITATIONS OF THE STUDY

In spite of the best effort the following are the limitations of the study.

1. Study has been completed within the short period of time i.e. 50 days. So, it is not possible to collect all comparative data and detailed information.
2. Time factor is the most limiting factor.
3. Study is limited only for one industry i.e. Ghatge Patil Industries Ltd.