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BA - 3

Paper - 5

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Recruitment

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Recruitment is one of the most crucial problems of personnel administration. The purpose of the recruitment is to locate sources of manpower to meet job requirements and job. Recruitment means attracting the proper and suitable type of candidate for the post to be filled. Recruitment policy ascertains the objectives of recruitments and provides a framework of implementation of the recruitment programme. A well-considered and pre-planned recruitment policy may avoid hasty or ill-considered decisions and may go a long way to man the organisation with the right type. Recruitment policy principles are to find and employ the best qualified persons for each job, to retain the best and most promising of those hired, to offer promising opportunities for life-time working careers, and to provide programmes and facilities for personal growth in the job.

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