



SNS COLLEGE OF ENGINEERING

Kurumbapalayam (Po), Coimbatore - 641 107

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Approved by AICTE, New Delhi & Affiliated to Anna University, Chennai



DEPARTMENT OF MANAGEMENT STUDIES

COURSE NAME : 19BA202 - HUMAN RESOURCE MANAGEMENT

I YEAR /II SEMESTER

Unit 2 - THE CONCEPT OF BEST FIT EMPLOYEE

Topic 6: Selection and Induction



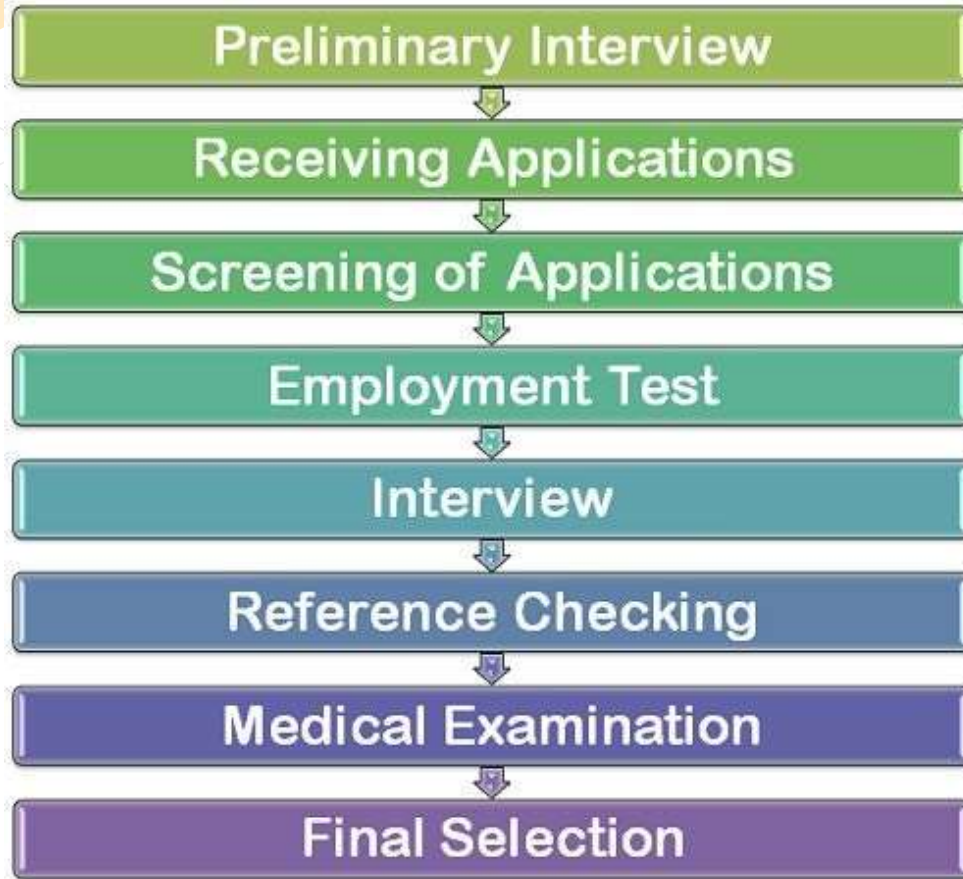
SELECTION

Selection is the process of choosing from a group of applicants the individual best suited for a particular position and an organization

- ▶ Goal of selection process is to properly match people with jobs and organization.
- ▶ Individuals overqualified, underqualified, or do not fit either job or organization's culture, will probably leave the firm.



SELECTION PROCESS





SELECTION PROCESS

Reception

Screening Interview

- ▶ Application Blank , Weighted Application Blank
- ▶ Selection tests : Intelligence test, aptitude test, personality test – projective tests, interest tests, preference tests, Achievement tests, simulation test, assessment test – the in-basket test, the leaderless group discussion, business games, individual presentation, structured interviews





SELECTION

Criterion-related validity - comparing the scores on selection tests to some aspect of job performance

- ▶ **Concurrent validity** - Test scores and the criterion data are obtained at essentially the same time
- ▶ **Predictive validity** - Administering a test and later obtaining the criterion information



INTERVIEW

Goal-oriented conversation in which interviewer and applicant exchange information

- ▶ Interview planning – essential to effective interviews
- ▶ Content of the interview



INTERVIEW



FEATURES

- Pre-arranged and planned process
- Two-way interaction process
- Purposefully designed process
- Conversation

OBJECTIVES

- ◀ Judgment of applicant
- ◀ Give information to the applicant
- ◀ Developing mutual understanding & confidence
- ◀ Promote goodwill
- ◀ Precious tool
- ◀ Solve problems
- ◀ Knowing reasons



TYPES OF INTERVIEW





TYPES OF INTERVIEW (CONT...)

Structured Interview

Unstructured Interview

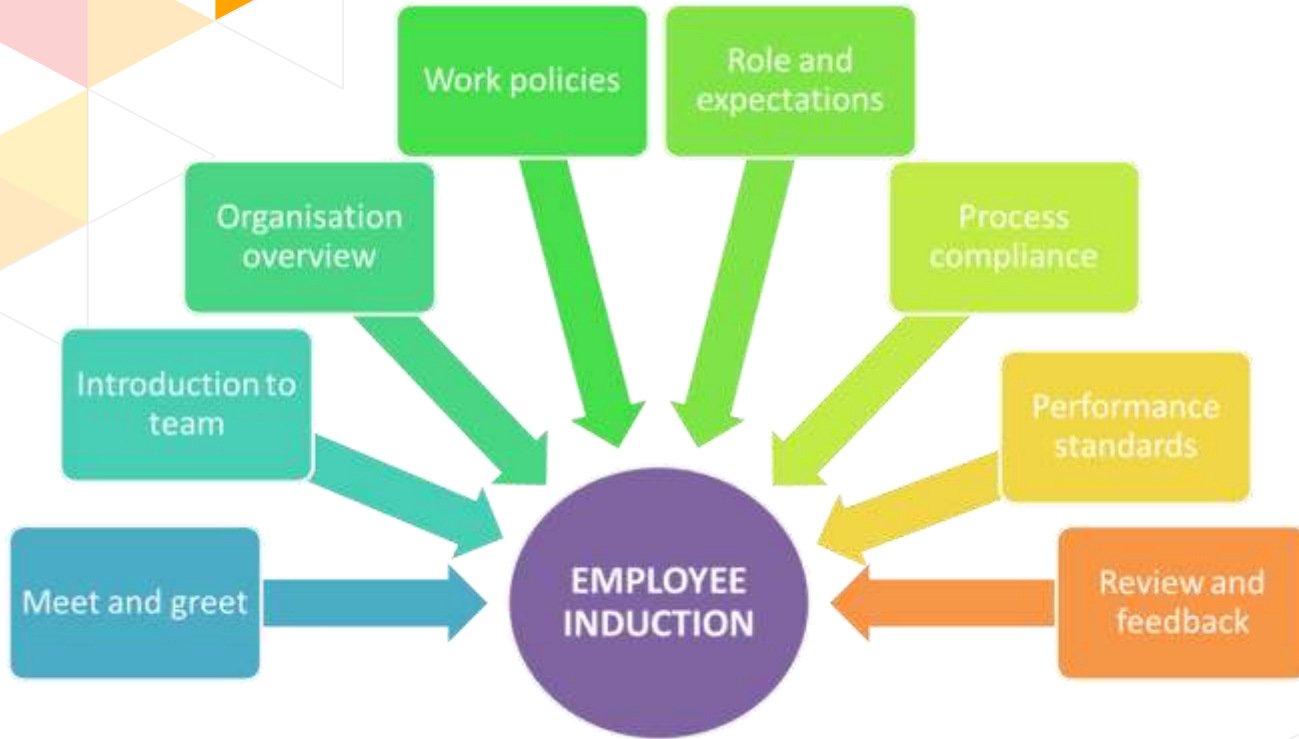
- ▶ Group Interview
- ▶ Depth Interview
- ▶ Stress Interview
- ▶ Individual Interview
- ▶ Informal Interview
- ▶ Formal Interview
- ▶ Panel Interview
- ▶ Exit Interview



INDUCTION

MEANING

- ◀ Induction is the process of receiving and welcoming an employee when he first joins a company and giving him the basic information he needs to settle down quickly and start work.
- ◀ Induction is the welcoming process to make the new employee feel at home and generate in him a feeling of belongingness to the organization.





RECAP

QUESTIONS???

THANK YOU