## Hr Department

**Recruitment and Selection Process**

* **Campus interviews** – We will hire best IT+MBA students from campus interview because it is easy and economical. We will get both quality in one student IT as well as management which will save the cost of management hiring.
* **E-recruitment –** We can do e-recruitment because there are Various sites such as Naukri.com etc but best part is we will hire the management and IT employee from **linkedin** because it will save the recruitment cost of the company and we can get right person for the right job
* **Advertising in Newspapers and Journals –** we can hire employee by giving advertisement in newspaper and journal because it is economical and cheap source of recruitment

**Note = Instead of hiring more management student we will hire B-Tech + MBA student will reduce the extra cost of the company. Because B-Tec + MBA student can perform both task (IT+ Management) so there is no need of hiring more MBA student**

**Training and Development Process**

## Employee **Training Develop**ment Plan

* Define Learning objective
* Design Curriculum

Develop Timeline Resource plan

## On-the-job training – It is the training method in which training is given to the employee while working in the organization.

* In on -the-job training we will provide training of-
* Process Training
* Behavioural Training
* ERP Training
* Experiential Training
* Learning management system

* **NOTE** = In this case we will provide on the job training to the Staff and management team employee example (soft skill training ,Mis training)
* we will not give training to IT because it include huge cost for giving training to IT people.

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