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IMPROVEMENT OF ENTERPRISE RECRUITMENT

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The purpose and objectives. The aim is to improve the selection and recruitment system. Objectives. Today we must set the level of qualifications and professionalism of staff before offering them a job. Employers use different tests, which allow assessing the knowledge and skills of their employees qualitatively. This short investigation allows qualitative assessing of employees' knowledge and skills for further allocation of tasks that must be done in the planning period. The resulting values of qualifications are compared with the parameters necessary for the future work.

Object of study. The theme "Improvement of Enterprise Recruitment" is very serious and relevant today. Because the correct matching of staff is one of the most important processes of implementing human resources strategies. The effectiveness of any organization is inextricably linked with the formation of state workers. There are many concepts and schools of personnel management, numerous methods of recruitment, selection and hiring of personnel have been developed, there exist many points of view, sometimes even contradictory. The most known national researchers in this area are A.Y. Kybanov, V.A. Woodpeckers, M.I. Magura, V.V.Travyn and others. The most famous foreign researchers are A. Maslow, F. Herzberg, U.H. Ouchi and others.

Methods and tools for research. The transition to a market economy at the global level now requires companies to improve efficiency of production. The competitiveness of products on the basis of scientific and technical progress and advanced methods of personnel selection, recruitment and hiring is the key to successful development of the company. Only after applying competent processing, analysis and synthesis of the input information, a manager can make well-considered administrative decisions.

Scientific novelty and practical significance of the results. Recruitment is the process of attracting workers to fill in the vacancies. The organization faces two questions while creating personnel reserve: Where to search for potential employees? How to notify them about the vacancies that the organization has.

The choice of the hiring methods depends on:

1. Personnel policy of the company
2. Financial state of the company
3. Company specifics (scientific research, educational activity)
4. Company's culture type
5. Personnel needs structure
6. Other factors

There are two possible hiring sources: internal and external. Internal sources are dedicated to replacing vacant positions. The most effective method is to use personnel resources of the company and turn to external resources to find needed specialists. External resources are all potentially possible staff who do not work for the company.

Research results. A new approach for hiring in a modern company is a motivation letter as a required option. It has to be specific, short, compressed, objective, not more than one page of a printed text.



Now employer has to create newer and more modern hiring rules. Several events have to be organized at the company:

1. Personnel training and retraining
2. Providing self-study programs for employees directly on the company's platform.

The company should develop its material base, courses, modern work methods and schools. The system of forming a personnel reserve should be created. The company needs to identify a moment when a reserved person could be selected and employed for the position where he will be the most useful employee.

Imperfect hiring system will block forming a high-qualified stable coherent collective. Perhaps, improving search procedure, business rating and candidate filtering can help to solve the problem. It will provide an opportunity to avoid hiring random candidates with lack of qualifications or incompatible personality for a current position, which will directly affect work quality and productivity. Proposed procedure of hiring implies that hired people will not need to re-study in the future. This will give a 2% money saving.

It should be emphasized that this procedure is general, so there can be additional technologies of personnel management depending on the position. Thus, when hiring a manager you should apply a competitive selection and organize interviews with a bigger number of experienced specialists.

Conclusions. Applying the proposed procedure of searching and hiring personnel will allow to:

1. Increase work resources quality
2. Decrease staff turnover
3. Decrease work discipline transgression of newbies
4. Reduce error amount made by newbies
5. Decrease the cost of training and eliminate the cost of retraining new employees
6. Help to improve the psychological climate

The high efficiency and adaptability of search and selection of new employees must be provided correctly using selected criteria and methods, well-rehearsed procedures, clear regulations and instructions governing the work in this area.

Key words: recruitment system, qualification, improvement, staff, human resources strategies.