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CONTENTS

Sr.	TITLE & NAME OF THE AUTHOR (S)	
No.		
1.	DOES EXECUTIVES COMPENSATION STIMULUS FIRM INNOVATION? THE CASE OF TAIWAN DUNG PHUONG TONG & HOA VAN NGUYEN	1
2.	CORPORATE GOVERNANCE MECHANISMS IN INDIA: A CASE STUDY OF SELECTED FIRMS FROM TEN SECTORS R. C. NAGARAJU & DR. P. PARAMASHIVAIAH	5
3.	HUMAN RESOURCE MANAGEMENT- RECRUITMENT REWARD AND RETENTION SUMAIYA FATHIMA	11
4.	INCREASING INFLUENCE OF PRIVATE LABEL BRANDS IN ORGANIZED RETAIL SANDEEP NANDRAM DIVE & DR. VIJAY AMBADE	14
5.	COURTS' JURISDICTION FOR TAKING COGNIZANCE OF CRIMINAL COMPLAINTS FILED UNDER SECTION 142 OF NEGOTIABLE INSTRUMENTS ACT 1881 - THE NEGOTIABLE INSTRUMENTS (AMENDMENT) ACT 2015 – IT'S CAUSE AND CURE DR. I. FRANCIS GNANASEKAR & S. M. MOHAMED MISKEEN	20
6.	A STUDY ON CONSUMER'S ATTITUDE TOWARDS ADVERTISEMENTS THROUGH SOCIAL MEDIA WITH SPECIAL REFERENCE TO FACEBOOK DR. M. SUMATHY & VIPIN.K.P	24
7.	ILLEGAL ECONOMY Vs. SOCIALIST SOCIETY DR. PRAMILA CHOUDHARY	28
8.	RISK AND RETURN ANALYSIS OF SELECT PSBs K.V.RAMESH & DR. A. SUDHAKAR	33
9.	INFLUENCE OF HUMAN RESOURCE MANAGEMENT PRACTICES ON ORGANISATIONAL CITIZENSHIP BEHAVIOUR SEEMI AZAM & RASHMI KUMAR	45
10.	WOMEN EMPOWERMENT IN INDIA THROUGH CORPORATE SOCIAL RESPONSIBILITY: POLICIES & CHALLENGES: A CASE STUDY OF NTPC LTD. DR. AJAY AGRAWAL, DR. AMITABH PANDE & POORVA PANDE SHARMA	50
11.	CONSUMERS' COGNIZANCE TOWARDS THE INDIAN POSTAL PRODUCTS AND SERVICES: A STUDY REPORT OF NORTH GOA DISTRICT DR. GAJANAN MADIWAL	53
12.	THE YOUNG SAUDI EMPLOYEE AND THE CURRENT LABOR MARKET DYNAMICS OF SAUDI ARABIA: A PARADIGM SHIFT DR. DEEPANJANA VARSHNEY	56
13.	MOBILE BANKING IN THE PRESENT SCENARIO SEBIN GEORGE	61
14.	A STUDY ON INVESTORS' SATISFACTION TOWARDS MUTUAL FUNDS RETURNS WITH SPECIAL REFERENCE TO CHITTOOR DISTRICT DR. U. RAGHAVENDRA PRASAD	64
15.	IMPACT OF GLOBALIZATION ON SELECTION PROCEDURE AND TRAINING PROGRAMMES IN BANKING SECTOR ANAND T. DESHPANDE	68
16.	RISK ATTITUDE: AN INVESTIGATION INTO RELATIONSHIP WITH PERSONALITY TYPE AMIT KAPOOR	73
17.	A STUDY ON CUSTOMER SATISFACTION OF HONDA ACTIVA AMONG WOMEN WITH REFERENCE TO KONNI TALUK, KERALA SWATHY. P	76
18.	THE FAVOURABLE DATA FOR THE IMPLEMENTATION AND DEVELOPMENT OF M-GOVERNANCE BASAVARAJ NAGESH KADAMUDIMATHA	80
19.	ROLE OF MICRO CREDIT PROGRAMME IN THE FINANCIAL AND SOCIAL EMPOWERMENT OF WOMEN ENTREPRENEURS SANTHOSH KUMAR.K	84
20.	IMPACT OF NATURAL DISASTER ON TOURISM IN JAMMU AND KASHMIR: A CASE STUDY OF FLOOD 2014 NASEER AHMAD MAGRAY	88
	REQUEST FOR FEEDBACK & DISCLAIMER	91

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HUMAN RESOURCE MANAGEMENT- RECRUITMENT REWARD AND RETENTION

SUMAIYA FATHIMA PRINCIPAL BET SADATHUNNISA COLLEGE BISMILLAHNAGAR

ABSTRACT

"We can't stop employees from leaving unless we have a plan to make them stay" Building a high-performing workforce has always been essential to maintaining a competitive edge —companies are finding themselves in a race to recruit and hire the best candidates. Smart companies will have to take time to examine their recruiting and retention activities, to capture the best talent recruiting operations need to be efficient and streamlined, employee retention is beneficial for the employee as well as organization. The success of every business is only ever in the hands of its people. If the prevailing philosophy during the Internet boom was "hire as fast as possible," now the pendulum has swung back to "retain the right workforce — as quickly as you can." By fine-tuning strategies and operations today, one can position their respective companies to be the employer of choice tomorrow.

KEYWORDS

workforce, competitive edge, employee retention.

INTRODUCTION

t is a competitive recruitment market and projected to get even tougher. Not only concentration has to be done to recruit good employees but also retain the good employees that are there as retention of key talent — those employees who are the strongest performers, have high potential or are in critical jobs — is even more important during economic recoveries when organizations compete aggressively for market share and talent, with the right data we can size the workforce precisely to meet organization needs. A Human Resources Strategy will aim to create and maintain a workforce that is well motivated, appropriately trained, equitably rewarded and which performs effectively in pursuing the institution's objectives. Today's technology tools allow tracking productivity, predicting your needs, and assigning just the right number of employees to each activity

HUMAN RESOURCE MANAGEMENT CYCLE



RECRUITMENT

Recruitment is a core function of human resource management through it is a costly exercise it is an essential part of any organization which links the employers with the employees and is the first step in staffing. Modern technique of recruiting is the new age solution that is designed to solve the problem of traditional method of recruitment which is known as E-Recruitment also called as online recruitment using the electronic resources particularly the internet in hiring the candidates by matching the candidate's CVs with the job profile

IMPORTANCE OF RECRUITMENT

Recruitment is a critical activity, companies desirous of growing fast are always aware that it can only be achieved if they have perfect combination of employees and the employees whether they are asset or liability all depends on recruitment although recruiting is a costly exercise it is an essential part, if the right people are chosen desired results are achieved. Inspite of having all the latest technology and the best resources if it does not have proper employees it will struggle to achieve the results it requires and for that it becomes a necessity that recruitment is done in a perfect manner, so that the right kind of candidates get selected for the job positions. Proper planning and evaluation of the need will lead to hiring the right person for the role and team.

MODEL OF RECRUITMENT PROCESS



Understanding your candidate market and profile is critical in today's recruitment landscape. There are so many platforms and so much information that it's easy to get lost when searching for the right people. Exerting our energy and budget should always be done carefully in the right places understanding right channels for the right target audience.

REWARDING

Rewarding good performance is just as important as managing, motivating and monitoring performance. They are separate from salary and mostly monetary in nature, although recognition may have a monetary value but money itself is not given to recognize the performance Meaningful reward and recognition strategies can positively influence employee attitudes and behavior. a range of financial and non-financial rewards to attract and retain quality employees have to be considered. Rewards are a powerful method for encouraging good job performance. Good work may not be repeated and employees can upset customers when managers don't recognize, encourage, and reward them for job performance that meets or exceeds customers' expectations. But these rewards must be used effectively, while employees benefit from recognition programs, the organization's adopting them also tend to see increased worker productivity and performance, improved profitability, higher retention rates, and decreased costs associated with turnover.

RESEARCH ON RECOGNITION AND REWARDS

Giving recognition helps your employees to:

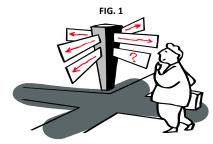
- 1. Take pride in their work and in their job responsibilities
- 2. Feel appreciated for their contributions
- 3. "Go the extra mile"
- 4. Heighten level of commitment to the organization
- 5. Improve relationships between coworkers
- 6. Be more open to constructive feedback
- 7. Strive to meet and/or exceed performance expectations
- 8. Support and promote a positive atmosphere in which praise prevails
- 9. Get more enjoyment out of the work they do

Recognition and appreciation in front of all co-workers will have a positive impact on the organization. Small tokens of appreciation given at the right moment not only provide well-deserved acknowledgement—motivating employees make them feel valued which will make the organization an edge in a competitive corporate climate

RETENTION TOOLS

WHAT DO EMPLOYEES WANT

Employees want to know that they are valued and their problems are addressed rather than ignore.



Celebrate successes and recognize when milestones are reached. Potluck lunches, birthday parties, employee picnics and creative contests will help remind people why your company is a great place to work.

Encourage learning. Create opportunities for your technologists to grow and learn. Reimburse them for CE courses, seminars and professional meetings; discuss recent journal articles with them; ask them to research a new scheduling method for the department. Encourage every employee to learn at least one new thing every week, and you'll create a work force that is excited, motivated and committed.

Show your employees that you value them. Recognize outstanding achievements promptly and publicly, but also take time to comment on the many small contributions your staff makes every day to the organization's mission. Don't forget — these are the people who make you look good!

As businesses compete for talented employees, a business can be made to stand out as a sought after workplace by offering attractive conditions and competitive pay having good recruitment, induction training and development plans in place. Praise should be a part of normal day-to-day leadership action. Its contribution to employee development cannot be overstated. Recognition and rewards are most effective for reinforcing or improving work performance when the employee has confidence in the basis of that praise. To retain good staff and to encourage them to give of their best while at work requires attention to the financial and psychological and even physiological rewards offered by the organization as a continuous exercise

Employee retention is critically important for a second societal reason too. Over the next few years while Baby Boomers (age 40 to 58) retire, the upcoming Generation X population numbers 44 million people (ages 25-34), compared to 76 million Baby Boomers available for work.

Simply stated, there are a lot fewer people available to work. Recognition should be used to complement rewards. Positive reinforcement is the most powerful and effective behavior modifier known. Rewarding employees pays dividends, and can help your company attract, motivate and retain high-quality employees. Finding and keeping the right talent is half science and half art, but it's really about forming relationships. The best companies have a genuine appreciation for their talent, and a genuine understanding of the importance of their talent to the business's operation and growth. Opportunities to develop and progress their career is a vital retention factor for employees, and is also recognised by employers,

Trust between organization and employee has become a crucial element in people retention. On the other hand, organizations are putting in place processes to manage ethics at work while others are placing trust at the core of their relationship by allowing their staff to manage their own work schedules. Punch in and punch out to clock a certain number of hours at work was a regular attendance monitoring system

Punching the clock" is an expression commonly used for working at a job that demands physical presence rather than emotional engagement. A punch clock in a workplace provides employers and employees with a degree of accuracy when measuring payroll hours; however, it reinforces a dynamic that can stifle creativity and lead workers to count the hours until it is time to go home.

LENOVO India Director (HR) Mr. Rohit Sandal in an attempt to make its company more millennial friendly have opted for flex at work system, wherein employees can decide for themselves what timings they wish to maintain as the company is interested in operating on the basis of trust, but punch in at work is still existing due to security basis.

IMPACT OF HUMAN RESOURCE MANAGEMENT ON ORGANIZATIONAL PERFORMANCE

HRM trains and controls the employees and organization through training which affects productivity, it also maintains work life, career planning, solves conflicts and motivates the worker to achieve organizational goals which in turn will be helpful in their personal goals. Job satisfaction plays an important role as a work attitude as it affects the behavior contributes to the worker wellbeing. The purpose is to make the employee feel at home and develop a sense of pride in the organization and commitment to the job.

CONCLUSION

'Always recognize that human individuals are ends, and do not use them as means to your end.'

Immanuel Kant 1724-1804, German Philosopher

Globalization has increased competition for both customers and jobs, this has enabled many businesses to expect higher performances. HRM is recent years include new management and operational theories like Total Quality Management (TQM) Ultimately, to recruit, reward, and retain the best employees, you need a well thought-out strategy backed by efficient operations. The two are inextricably linked: With efficient operations, you can gather the data you need to make strategic decisions. Once these strategies are fine-tuned they can be relied to get the work done.

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