



परमाणु ऊर्जा शिक्षण संस्था

(परमाणु ऊर्जा विभाग का स्वायत्त निकाय, भारत सरकार)

ATOMIC ENERGY EDUCATION SOCIETY

(An autonomous body under Department of Atomic Energy, Govt. of India)

Ch - 6

Staffing

(Module 2 of 4)



Meaning of Recruitment

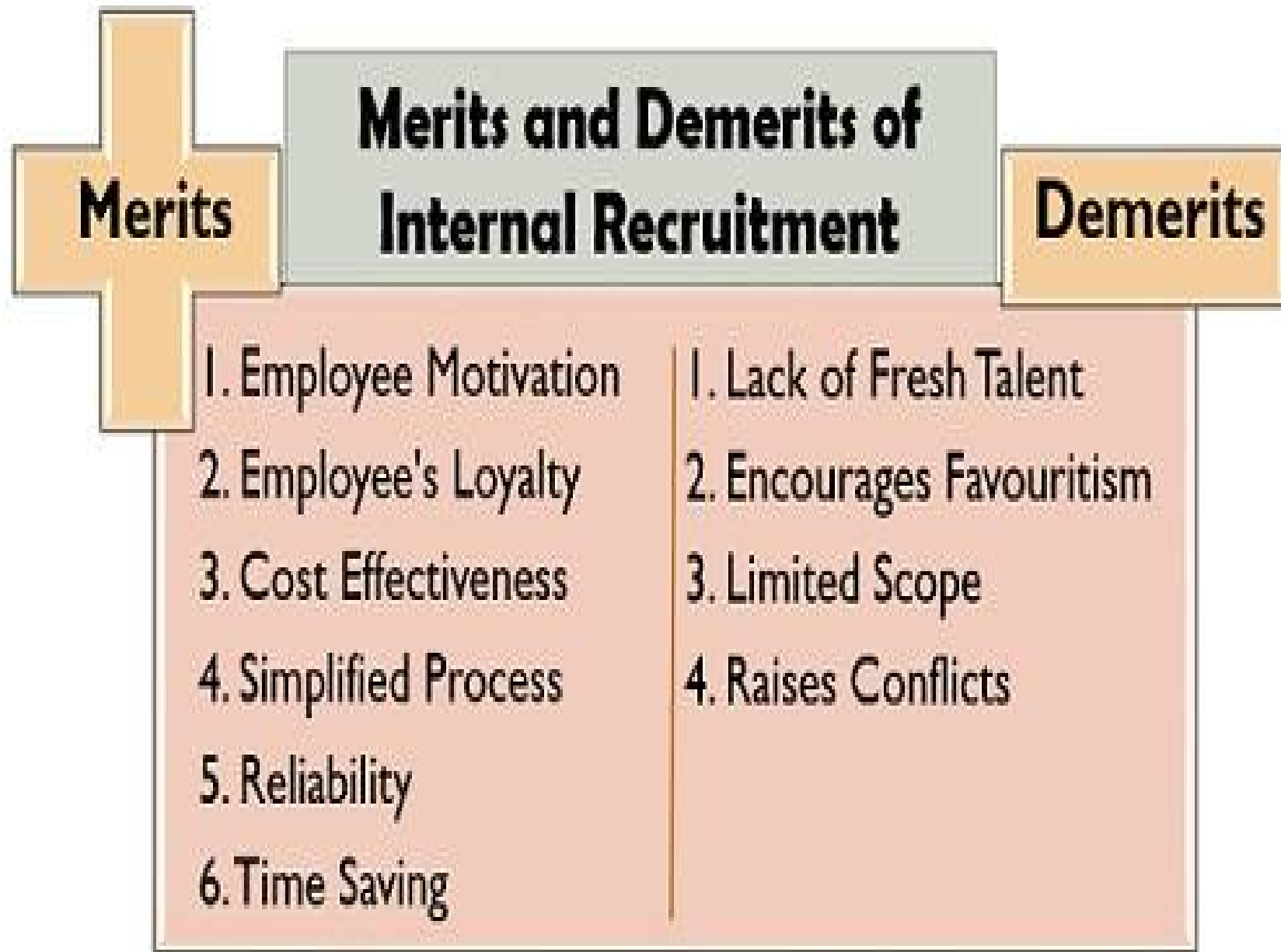
- According to Edwin Flippo: “Recruitment is the process of searching the candidates for employment and stimulating them to apply for jobs in the organisation “
- Recruitment is the activity that links the employers and the job seekers

Sources of Recruitment

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graph TD; A[Sources of Recruitment] --> B[Internal Source]; A --> C[External Source];
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Internal
Source

External
Source



Merits

1. Employee Motivation
2. Employee's Loyalty
3. Cost Effectiveness
4. Simplified Process
5. Reliability
6. Time Saving

Merits and Demerits of Internal Recruitment

Demerits

1. Lack of Fresh Talent
2. Encourages Favouritism
3. Limited Scope
4. Raises Conflicts

EXTERNAL RECRUITMENT

Advantages

- Provides new ideas / fresh perspectives
- Internal politics may be avoided
- Allows rapid growth
- Increase diversity
- Bigger talent pool / more applicants

Disadvantages

- Less information available on applicants
- Increase of resources needed (time and cost)
- Reduce employee morale and loyalty
- Current organization members may fight new ideas



RECRUITMENT
(Searching sources of Labour)

Internal Sources

1. Transfer
2. Promotion

External Sources

1. Recruitment at factory gate
2. Casual Callers
3. Advertisement
4. Employment agencies
5. Management Consultants
6. Educational institutions
7. Recommendations
8. Labour Contactors
9. Telecasting

Sources of Recruitment

Meaning of Transfer

- A transfer is a *horizontal or lateral movement* of an employee from one job, section, department, shift plant or position to another at some other place where salary, status and responsibility are usually the same.
- Transfer is defined as “a lateral shift causing movement of individuals from one position to another usually without involving any kind of change in duties, responsibilities, skills needed or compensation”.

PROMOTION:

'A movement to a position in which responsibilities and presumably, prestige are increased'

Advancement within a organization is ordinarily labeled as 'Promotion'.

It is an upward movement of an employee from current job to another that is higher in pay, responsibility, status and organizational level.

A mere shifting of an employee to a different job which has better working hours, better pleasant working conditions does not imply promotion.

It is a vertical movement in rank and responsibility.