

## Analysis of Factors that Influence Recruitment and Selection Process

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### ABSTRACT

Effective Human Resources (HR) management is the key to the success of every company in achieving its strategic goals. In this context, recruitment, selection, and placement of employees play an important role as the first process that determines the quality and performance of a company's workforce. This study covers recruitment, selection, factors influencing selection, as well as the recruitment and selection process. The data collected is analyzed comprehensively to identify patterns, trends, and relationships between the recruitment and selection process and its factors, as well as placement in organizational performance. The results of this study are intended to provide valuable insights for human resource managers. The practical implications of this research will lead to the development of selection factors, more accurate recruitment and selection processes, and more targeted staff placement, which in turn will improve overall organizational performance.

**Keyword:** Recruitment, Selection, Placement, Organizational Performance, HR Management



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## 1. INTRODUCTION

One of the main factors in an organization or company is Human Resources (HR). The important key in creating quality human resources with a good entity lies in a good procurement process. To obtain candidates or employees who suit the company's needs, the HR procurement process includes recruitment, selection, placement, orientation and induction [1] From a good HR procurement process, it is hoped that the company will get the right employees who have good performance, so that the company's goals can be achieved.

Recruitment, selection and placement of employees are important in shaping employee performance, productivity and business results. In a company, human resources play an important role in managing other resources. Considering that the role of HR in a company is very important, HR must be managed well by the company. This management includes recruitment, selection, placement, etc. Recruitment, selection and placement activities can demonstrate a company's ability to survive, adapt and develop in the competitive process of creating a workforce within an organization. The recruitment, selection and placement process of employees greatly influences HR performance in an organization.

According [2], recruitment is an effort to find and influence workers to be interested in applying for job vacancies available at the company. The purpose of this research is because human resources are a central element in an organization and their competent and reliable performance determines the success of an organization. In the job creation process, success depends on accurately assigning new and existing employees to new positions. The recruitment process is a very important process to find the talented employees needed. The right placement in the right position will help the company achieve its expected goals. This study includes an analysis of the implementation of recruitment, selection and employee placement programs in accordance with applicable guidelines. The first step in creating a competent and reliable workforce is to prepare a staffing decision-making plan, both for new employees and existing employees in new positions. Dividing employees into companies according to their interests and specializations also affects company productivity. This journal analyses the policies implemented and the implementation of these policies in the recruitment, selection and

employee placement process. After the recruitment process to obtain quality prospective employees is complete, a number of applicants will be screened through a selection process. This process aims to select individuals who meet the specifications and needs of the organization. Each organization has different selection procedures according to their respective needs [3]. The main goal is to attract employees with a high level of competence in doing the job. Existing policies and the implementation of these policies in the employee recruitment, selection, placement and training processes will work well if they are based on the company's workforce needs. Once an employee is accepted and placed, the next step is to evaluate their appearance and performance. Performance refers to employee work results that can be observed and measured concretely [4].

## 2. METHODS

This research uses a qualitative approach to gain an in-depth understanding of the meaning of recruitment, selection and placement of employees, as well as the factors that influence the selection process in various types of organizations or companies.

### 2.1 Population

The population in this research are books and journals related to factors that influence selection, recruitment processes and employee placement.

### 2.2 Data collection

Data collection is carried out through the following steps:

- a. Source Identification: Relevant books and journals were identified through comprehensive searches in academic databases and digital libraries.
- b. Selection Criteria: Sources are selected based on their relevance to the research topic, especially those that focus on factors influencing selection, recruitment processes, and employee placement.
- c. Literature Review: Selected sources are reviewed thoroughly. Data is extracted by reading directly from books, journals and articles related to the research title.

### 2.3 Data analysis

The collected data is analysed qualitatively to draw insights and identify patterns related to the recruitment, selection and placement process.

## 3. RESULT AND DISCUSSION

### 3.1 Recruitment

Recruitment is the process of determining and attracting applicants who are capable of working in a company, where this process begins when applicants are sought and ends when their applications are collected or submitted, the result is a group of prospective employee applicants to be selected and selected (Farida, 2013 ). Employee recruitment is an important and complex matter because finding people who are competent, effective and compatible is not easy. This assignment can be the first assignment for newly recruited employees, but can also be through promotion, transfer, demotion or even termination of employment [5].

### 3.2 Selection

After the recruitment process is carried out, the next step is the employee selection process. The selection process is a special stage that will be used to determine which job applicants will be accepted. This process starts from receiving an application that meets the requirements until a decision is made on the application. This process is carried out to obtain more appropriate workers to hold certain positions. According to selection, it is a process of selecting applicants using test stages, so that a number of applicants are obtained who meet the specified criteria and are declared accepted [6]. Meanwhile, according to [7] the selection process is a series of steps taken to determine whether the applicant will be accepted or rejected.

### 3.3 Employee Placement

In an effort to achieve the best performance, organizations need a good system for planning and placing employees according to the needs of positions within the company. Success in procuring labour lies in the accuracy in placing new and existing employees in new positions. The placement process is a very crucial process in getting the competent employees needed in the company, because the right placement and position will be able to help the company achieve its goals. Employee placement aims to place them as job executors in positions that are in accordance with their abilities, skills and expertise. Issues related to where employees are placed (placement), and when replacements are carried out, are aspects of organizational strategic planning [8].

### 3.4 Factors Influencing Selection

Factors that influence employee placement selection include:

#### 1. Age

Age influences the selection process as organizations have certain preferences regarding the age range of candidates deemed suitable for a particular position. There are several positions that require stability and more mature experience,

responsibility and discipline, which are generally found in employees who are quite old, but whose physical condition is starting to decline, while young employees generally lack discipline, responsibility, loyalty, and experience, but they have good physical condition.

## 2. Labor Supply

The more candidates who apply, the easier it will be for a company to select employees who are productive and have good performance.

## 3. Ethical Factors

Ethics is an important factor in selection, because companies tend to choose employees who have good ethics or values within the employee. The candidate's personality will be seen in the selection.

## 4. Skills

Skills are an important factor in selection. The company will select candidates who have skills that match the field or position to be provided.

## 5. Physical Ability

Physical ability is important in selection, because companies will also need employees whose jobs require high physical ability. Usually, companies will also prepare requirements such as height, weight and so on related to the physical appearance of prospective employees.

### 3.5 Recruitment and Selection Process

The recruitment process starts from the time of searching for applicants until the applicant submits the application. The recruitment process is a process of searching for, finding, inviting and determining a number of people from outside and within the company as potential workers with certain characteristics such as specifications and job descriptions or positions. Recruitment is a two-way communication process. Applicants want accurate information regarding the company in question. Meanwhile, companies really want accurate information about the applicant before becoming an employee. From the recruitment process, the results of a number of workers who will enter the selection process are obtained. Selection is the process of determining which candidate is the most worthy and appropriate to fill the available positions in the company, with human resource management as a factor, as well as job classification analysis. The process begins with the job applicant and ends with an admissions decision. Selection Criteria and Techniques According to [9], selection criteria can be summarized in several categories, namely Education, work experience, and physical condition, personality. There are several selection techniques as follows Interviews, psychological tests, tests regarding work-related matters, training center, biodata, references, and graphology (science relating to handwriting).

## 4. CONCLUSION

This research highlights the importance of recruitment, selection and placement of employees in achieving optimal performance and company goals. Recruitment is an important first step to attract quality applicants, while selection is a critical stage that filters and determines the best candidates through various tests. Proper placement ensures employees can work effectively and help the company achieve its goals. Factors such as age, labor supply, ethics, skills and physical abilities influence selection, so attention needs to be paid to selecting candidates according to company needs and culture. The recruitment and selection process is two-way communication between the company and applicants which requires accurate information from both parties. Companies need to develop effective recruitment strategies, including the use of technology and good branding to attract quality applicants. Implement comprehensive and objective selection techniques, and train recruiters to improve their assessment skills. Ensure employee placement is based on their competencies, skills and interests, using tools such as psychometric tests. Pay attention to factors such as ethics, skills, and physical abilities in selection. Regularly evaluate recruitment, selection, and placement processes to identify areas of improvement and use feedback to improve the process.

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