

Report on

Human Resource

General HR:

In today's competitive era every organization has to lead into the market, to sustain into the global market organization need financial as well as physical element, along with this element human resource is one the main important aspect for every organization (Richman, 2015). Human resource has a varied function such as to recruitment the right candidate, train the selected candidate, check candidates' performance, promote the right candidate for upward position, take a punitive action by doing transfer, solving grievances etc. Human resource management has focused on the constructs of commitment, job satisfaction, and improving the productivity of an organization (Burma, 2014). Following are the few core objectives of the human resource management;

- To utilize the available human resource to achieve the objectives of company.
- Satisfy the group needs while providing pay, promotion, motivations, employees' welfares, communal security, status, interesting work etc.
- To provide the sufficient skills and knowledge to the employees.
- To develop and maintain the quality of work-life balance of employees.

Interview Function:

An interview is a powerful tool in an organization while selecting any person for the particular job. Interview is a verbal communication between two people with the core objective of gathering desire information from the candidate. The major function of the interview are; assessment of personality types of a candidate, to find the attributes of a candidate, and to know his/her educational credentials (Lev, 2008). The main function of the interview is to identify whether the skills and educational qualification of candidates are the best fit for an organization or not (Bhagria, 2007).

Why I choose the type of Interview?

Interview is kind of negative process where company select the right one and eliminate the undesired candidates. Interview is important process, to find out the right kind of person who possess the skills and domain knowledge which company desire from the candidates. Interview An interview has four main types; exit interview, stress interview, appraisal

interview, and promotion interview. Each type has its own importance. The exit interview is the wide method of getting feedback from those employees who have taken voluntarily resigned or is laid off or fired from the company. In stress interview, the interviewer adopts this technique to check the mental ability of an employee to take a stress in various situations. Appraisal interview is important to check the overall performance of employees in an organization whereas promotion interview is kind of positive one for an employee's where employee promote into a new position (Tanuja, 2018).

Why the interviewing is important?

Most of the leading organization use interviewing to select the right kind of person. Interviewing is one of a difficult part in the process of recruitment, it helps to understand the candidate skills, experience, qualities, achievements, and attitude (Brock, 2010). If organization fail to select a right kind of person, the organization may not able to achieve the desired targets and it has a negative impact on overall working on an organization. Interviewing is not a one-time activity for any organization it is a continual activity for every organization.

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