

# RECRUITMENT

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# INTRODUCTION:

- ◉ Recruitment is the corner-stone of the whole public personnel structure. (Glen)
- ◉ Recruiting able administrators in the public service is an important personnel activity.
- ◉ The need for sound recruitment system based on competitive examination was first realized in China, as early as 2 century BC.
- ◉ In modern times Prussia was the first to introduce a system of recruitment through open competitive examinations.
- ◉ In our own country the system was introduced in the year 1853.

# MEANING:

- ◉ Recruitment is the first essential step in the selection process.
- ◉ In ordinary usage, the term recruitment and appointment are used interchangeably but they are really different things.
- ◉ However, in administration recruitment means attracting the right candidates to the particular job.
- ◉ In the words of Dwight Waldo, public recruitment may be defined as that process through which suitable candidates are induced to compete for appointment to the public service..”
- ◉ The very purpose of recruitment is to get competent and deserving candidates with keen interest and skill to public service.

# METHODS OF RECRUITMENT:

- ◉ There are two methods of recruitment. They are -
  - a. Direct recruitment &
  - b. Recruitment by promotion.

# 1. DIRECT RECRUITMENT:

- It means recruitment through open competitive examinations conducted by an independent public service commission.
- Direct recruitment is also called as recruitment from without or recruitment proper.
- Normally the lower level positions in all services are filled by direct recruitment.

# MERITS:

- The merits of direct recruitment may be listed as under -
  1. This method is in accordance with democratic principle in the sense that it gives equal opportunity to all qualified candidates for public office.
  2. Secondly, it widens the area selection and therefore the best talent in the country may be found.
  3. Thirdly, it brings in new blood into the service with freshness of outlook and new ideas.
  4. This method brings in people without any pre-conceived notions and hence they are also found very adjustable to the needs and necessities of time.

# MERITS .....

5. This system is very essential for technical jobs where new scientific methods are being tried and young and fresh candidates, have knowledge ability and competence to pick them up.
6. It also provides inducements and motivations to those who are already in the service for improvement in their qualification and to get up-to-date knowledge.
7. This method ensures a regular induction of young persons, the public services are attuned to the changing socio-economic conditions of the country.

# DEMERITS:

- The defects of the direct recruitment system are given below -
  1. This system is very expensive as a lot of money is to be spent on the training of new entrants for the first time.
  2. There is no guarantee that that the academicians will possess high character and undisputed integrity.
  3. In case higher jobs are filled up by direct recruitment, it will deny an incentive to hard work to those who are already in the service.
  4. The system is also likely to create heart burning and jealousy among the old experienced people if the young and inexperienced placed over them.



## DEMERITS .....

5. The recruiting agencies like the PSCs will be overburdened if for all services, recruitment is to be made from without.
6. The examination system cannot be considered as fool-proof method for assessing the personal traits of the applicants.

# RECRUITMENT FROM WITHIN OR PROMOTION:

- ◉ When the recruitment to the higher post is made from among the persons who are already in service, it is called recruitment from within or better known as promotion system.
- ◉ This system of recruitment is also called as indirect recruitment system.

# MERITS:

- Indirect recruitment has the following merits -
  1. This system provides ample opportunities for advancement to the employees and thus provides great incentive to hard work among the employees.
  2. The promotion system is a reward for honest and intelligent workers which will increase the morale of the employees.
  3. It is economical as cost of training is saved.
  4. The burden of the recruiting agencies is lessened and reduced a great extent as it avoids the process of examinations, etc,

# MERITS .....

5. Promotion is an essential element of career service. Civil service is a lifelong service with scope for advancements at regular intervals.
6. It re-establishes the personal relationship between the officer and the subordinate employees which is lost if recruitment is made through an external agency.
7. The defects of the examination system will be removed by the promotion system.

# DEMERITS:

- ◉ The demerits of the recruitment system from within are as follows -
  1. Under this system which procures persons who are old and less energetic to hold higher posts.
  2. It undermines the principle of equality of opportunity as recruitment is confined to those persons who are already in service.
  3. Under this system fresh blood does not get the chances of entry into service.

## DEMERITS .....

4. Under promotion system the area of selection is considerably narrowed down and thus the chances of getting best brains are considerably reduced.
5. Another disadvantage of this system is that those people having served for long years develop certain ideas and habits which are difficult to change them even with the changing times. That is not healthy.

# CONCLUSION:

- ◉ Thus both the systems have their own advantages and disadvantages.
- ◉ This problem can be solved by mixing up both the system.
- ◉ A judicious combination of both the methods will give us desired results.
- ◉ The lower level positions in the civil service are to be filled up with the direct method of recruitment and the higher level posts are to be filled with the promotion system.

# QUALIFICATION OF THE CANDIDATES: