

Synopsis for Dissertation Submitted



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Master of Business Administration (MBA)
in
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By

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Title:

Gap Analysis for Optimizing the Recruitment Process Introduction: The efficiency of the recruitment process is pivotal for organizations aiming to attract and retain top talent. Delays and inefficiencies not only hinder the acquisition of qualified candidates but also affect the overall productivity and morale of the existing workforce. This study aims to conduct a comprehensive gap analysis to identify and address critical areas in the recruitment process, focusing on turnaround times, interview outcomes, qualification mismatches, and feedback timeliness.

Research Question:

What are the major gaps in the current recruitment process, and how can they be optimized to enhance efficiency and effectiveness?

Objectives:

- To analyze the turnaround times (TAT) of the feedback process from the date of interview.
- To assess the timeliness of feedback provided to candidates.
- To identify patterns and reasons for high rejection rates in interviews.
- To evaluate mismatches between candidates' qualifications and job requirements.

Materials and Methods:

Study Design: A descriptive study using quantitative data from the candidate tracker to identify and analyze gaps in the recruitment process.

Study Population: Candidates who have undergone the recruitment process over the past year within the organization.

Study Tools: - Candidate Tracker Spreadsheet - Data analysis software (Excel) - Statistical analysis tools
Duration of Study: 3 months

Sample Size: All candidate records from the past year, estimated to be approximately 500 entries.

Data Analysis Plan:

1. Turnaround Time (TAT) Analysis: - Calculate the time taken between each stage of the recruitment process (e.g., CV processing to feedback, interview stages). - Identify stages with the longest delays using descriptive statistics.
2. Interview Outcomes: - Analyze rejection reasons and categorize them to identify common patterns. - Use pivot tables and charts to visualize the distribution of rejection reasons.
3. Experience and Qualifications Mismatch: - Compare candidates' qualifications and experience with job requirements. - Identify the proportion of candidates who meet the requirements versus those who do not.

4. Feedback Timeliness: - Measure the time taken to provide feedback after each stage of the recruitment process. - Identify delays and their impact on candidate satisfaction and retention.
Software: - Excel for data organization, cleaning, and preliminary analysis, PowerBi

Ethical Considerations: - Ensure confidentiality and anonymity of candidate information. - Obtain necessary permissions for data access and usage. - Adhere to data protection regulations and organizational policies. Implications of Research: The findings from this study will provide actionable insights into the current inefficiencies in the recruitment process. By addressing these gaps, the organization can improve its recruitment strategies, reduce time-to-hire, enhance candidate experience, and ultimately attract and retain better talent. This will also contribute to a more efficient and productive workforce, supporting the organization's overall growth and success