

INTERNSHIP REPORT

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INTRODUCTION

As a part of my dissertation, I did my internship in the research department, **Jobizo** a Healthcare HR Tech company in Gurgaon, Haryana from April 1, 2024, to June 30, 2024. During this period, I worked on a project- Investigating Novel Approaches to Healthcare Workforce Recruitment: Overcoming Obstacles and Seizing Opportunities.

OBJECTIVES OF INTERNSHIP

- Gain insights into the healthcare sector, including different types of healthcare facilities (hospitals, clinics, nursing homes) and various roles within them.
- Learn about the recruitment cycle specific to healthcare, including sourcing candidates, conducting interviews, and making placements.
- Develop skills in reviewing resumes, conducting phone screenings, and assessing candidate qualifications against job requirements.
- Build professional relationships with healthcare professionals, recruiters, and potential candidates.
- Understand the regulatory aspects of healthcare recruitment, such as licensure requirements, background checks, and credentialing.
- Enhance verbal and written communication skills through interactions with candidates, healthcare providers, and colleagues.
- Gain insights into client expectations and needs in healthcare staffing, and how to tailor recruitment efforts accordingly.
- Using Recruitment Tools: Familiarize yourself with applicant tracking systems (ATS), job boards, and other tools used in healthcare recruitment.

ORGANIZATIONAL PROFILE

- Jobizo is a rapidly expanding Healthcare HR Tech company, established in 2021. Since its inception, Jobizo has swiftly emerged as a leading player in the industry. This success stems from its innovative job hiring platform, renowned for its user-friendly interface and advanced search tools tailored for healthcare professionals.
- The cornerstone of Jobizo platform is its comprehensive candidate matching system, designed to ensure that employers effortlessly connect with verified and highly qualified candidates. This feature streamlines the hiring process, saving valuable time and resources for healthcare institutions.
- In addition to its sophisticated matching capabilities, Jobizo offers real-time job alerts, keeping healthcare professionals informed about relevant opportunities as they arise. This proactive approach enhances the job search experience, making Jobizo a preferred platform among both job seekers and employers.
- The platform's seamless application process further enhances its appeal, simplifying the path for healthcare professionals to apply for positions that align with their skills and career aspirations.

Overall, Jobizo commitment to innovation and efficiency in healthcare recruitment has positioned it as a trusted partner for attracting top talent swiftly and effectively in the competitive healthcare industry.

VISION

To reform and revolutionize the Indian healthcare system by providing verified professionals to healthcare institutions and short-term jobs with better work-life balance to professionals.

We envisage adding more than 30 percent capacity to the available healthcare workforce, reducing the employment cost for employers, and adding more money to professionals' hands.

MISSION

Our mission is to transform and nurture the healthcare ecosystem through its digital workforce augmentation platform by adopting unique practices.

Our distinguished services help healthcare institutions and professionals identify their needs and help them achieve their aspirations.

VALUES

We are entirely devoted to healthcare needs and requirements. Our commitment to excellence, values, dedication, and integrity sets us apart.

We at Jobizo are committed to the principles that shape our business. Therefore, our decisions and strategies will always uphold our brand values and will carefully handle and process the database.

KEY SERVICES PROVIDED BY THE ORGANIZATION

Jobizo serves as an intermediary platform that bridges the gap between healthcare professionals and medical facilities, effectively addressing prevalent challenges. It offers transparent, on-demand services catering to professionals seeking short-term jobs with fair compensation. Professionals benefit from joining a diverse workforce, receiving competitive pay, and opportunities for career growth.

From an employer's perspective, Jobizo resolves issues such as the shortage of trained professionals, high attrition rates, and rigid manpower costs. It facilitates easier hiring of locum staff, reduces training expenses, and balances the distribution of healthcare workers amidst increasing patient loads.

For employees, Jobizo addresses concerns such as low pay, limited career growth, and challenging work environments. It provides access to a variety of job opportunities, fair pay transparency, and options to work as freelancers or locums, thereby improving work-life balance and fostering skill development.

Overall, Jobizo benefits healthcare professionals by connecting them directly with employers, offering flexibility in choosing workplaces, competitive pay, opportunities for career advancement, and the potential for permanent employment. It aims to empower professionals by enhancing job satisfaction and recognition within the healthcare industry.

THE JOBIZO APPLICATION

The app quotes “Explore new horizons in your career with Jobizo”, India's pioneering digital platform tailored for healthcare professionals seeking flexible employment opportunities. Revolutionizing the job search process, Jobizo empowers you to take control of your professional journey with unprecedented ease.

Imagine seamlessly securing additional shifts at premier medical facilities, effortlessly maximizing your income and leveraging your skills whenever it suits you.

Jobizo is designed to fit around your schedule, offering unparalleled convenience at your fingertips.

With an intuitive interface powered by cutting-edge technology, Jobizo simplifies your job search experience, connecting you directly with top healthcare organizations. Whether you're seeking to boost your earnings during extended weekends or looking for flexible shifts nearby, Jobizo is your gateway to expanding your professional horizons in the healthcare sector.

Jobizo app helps to unlock the potential of flexible employment like never before, where every tap brings you closer to enhancing both your career and income streams.

KEY ACTIVITIES PERFORMED IN ORGANIZATION

Apart from dissertation, I worked on several other tasks like –

- **Candidate Sourcing and Screening:** Identifying and attracting qualified healthcare professionals through various channels such as job boards, social media, and professional networks. Screening candidates based on skills, experience, and suitability for specific roles.
- **Client Relationship Management:** Building and maintaining relationships with healthcare organizations seeking to fill positions. Understanding their staffing needs, culture, and requirements to effectively match candidates.
- **Interviewing and Selection:** Coordinating interviews with client organizations and providing feedback.
- **Negotiation and Offer Management:** Facilitating salary negotiations and finalizing job offers between candidates and client organizations. Ensuring compliance with legal and regulatory requirements during the hiring process.
- **Database and Systems Management:** Maintaining accurate records of candidates and client interactions in recruitment databases or applicant tracking systems (ATS). Ensuring data privacy and confidentiality.
- **Continuous Learning and Development:** Staying updated with healthcare industry regulations, best practices in recruitment, and advancements in technology. Participating in training programs and professional development opportunities.
- **Team Collaboration:** Working closely with colleagues in recruitment teams, including recruiters, coordinators, and managers, to achieve recruitment targets and deliver exceptional service to clients and candidates.

These activities collectively contribute to the successful recruitment and placement of healthcare professionals in positions that meet client needs and contribute to the overall success of the healthcare recruitment company.

KEY LEARNINGS FROM INTERNSHIP

- Learned how to maintain client relationship by effective communication as continuous engagement anticipates future hiring needs and offers proactive recruitment solutions.
- By continuous observation and understanding learned the overall processes involved in interviewing and selection of appropriate candidate to ensure a positive candidate experience throughout.
- Learned to utilize multiple channels like job boards and social media to attract a wide array of candidates.
- Negotiation and Offer Management teaches me the importance of staying updated on market trends to ensure fair negotiations that benefit both candidates and clients. It's crucial to navigate legal requirements and company policies meticulously to facilitate smooth processes and favourable outcomes for all parties involved.
- Database and Systems Management provides a valuable learning experience in maintaining accurate records while upholding stringent data security and privacy standards. Learning to leverage analytics helps me optimize recruitment workflows effectively, ensuring efficient and informed decision-making.
- Continuous Learning and Development is about constantly updating my knowledge on healthcare regulations, recruitment best practices, and technological advancements. Engaging in training programs enhances my skills, enabling me to adapt to industry changes swiftly and maintain a competitive edge in recruitment.
- Team Collaboration enriches my learning by fostering a supportive environment where I can tap into collective expertise. Collaborating with my colleagues allows me to share insights and strategies that improve our overall performance and enhance client satisfaction. It encourages innovation in recruitment strategies, helping us stay ahead in a dynamic and competitive healthcare recruitment landscape.