**Employee Recruitment System – A business Process**

**Introduction:**

This business process is based on a company’s HR department. This includes Employee recruitment for particular department through direct recruitment process.

**Description of a process:**

A Candidates looks for job vacancy in a company. The candidate applies for the job through company’s job application site. If candidates provides all the necessary qualification during the application, which will be checked by the hiring Manager. After analyzing the application of the candidate Hiring manager will call for the Interview.

After interview, the Top Manager will decide on the application and rejects the application of a candidate, the process will terminate.

But if Top Manager would like to hire then he will refer him to the required department and department head will register the candidate as an employee for that department. Top Manager will notify the candidate about his selection and also the joining date to the job.

On the joining date, Top Manager will provide the briefing about the work place , work requirements. After briefing top manager should also organize after recruitment training process.