

**PROJECT REPORT**  
**“A STUDY ON RECRUITMENT AND SELECTION ACTIVITY’S ADOPTED AT JBF**  
**PETROCHEMICALS LTD”**

Submitted By  
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Submitted To



**VISVESVARAYA TECHNOLOGICAL UNIVERSITY, BELGAUM**

In partial fulfillment of the requirements for the award of the degree of

**MASTER OF BUSINESS ADMINISTRATION**

Under the guidance of

**INTERNAL GUIDE**

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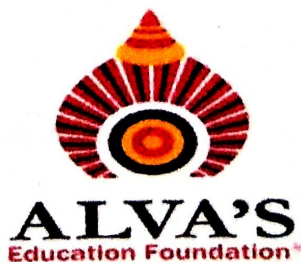
**EXTERNAL GUIDE**

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**PG DEPARTMENT OF BUSINESS ADMINISTRATION**  
**ALVAS INSTITUTE OF ENGINEERING AND TECHNOLOGY**

**2020-21**



# JBF Petrochemicals Limited

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JBFPL/HR/PC/21-14


03<sup>rd</sup> May 2021

## TO WHOM SO EVER IT MAY CONCERN

This is to certify that, Ms. Shraddha S P , USN:4AL19MBA70, MBA student of Alva's Institute of Engineering and Technology, Moodabidare, Mangaluru, has undergone her project work on "A Study on Recruitment and selection activity's adopted at JBF Petrochemicals Ltd " from 23<sup>rd</sup> February 2021 to 05<sup>th</sup> April 2021 at JBFPL PTA Plant in MSEZ, Mangaluru. During this period, she has proved herself to be an effective learner.

We wish her all the very best in her future endeavors.

For JBF Petrochemicals Ltd.

  
Dheeraj Shetty  
General Manager - HR, IR & Admin





# ALVA'S INSTITUTE OF ENGINEERING AND TECHNOLOGY

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20 July 2021

## CERTIFICATE

This is to certify that **SHRADDHA S P** bearing USN **4AL19MBA70**, a bonafide student of PG Department of Business Administration of Alva's Institute of Engineering and Technology, Mijar, affiliated to Visvesvaraya Technological University, Belagavi. The project report titled "**A STUDY ON RECRUITMENT AND SELECTION ACTIVITY'S ADOPTED AT JBF PETROCHEMICALS LTD**" is prepared by her under the guidance of Mr. Neeraj S Rai, Assistant Professor, PG Department of Business Administration in partial fulfillment of the requirements for the award of the degree of Master of Business Administration of Visvesvaraya Technological University, Belagavi, Karnataka.

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Viva-Voce Examination

Date:

Signature of Internal Examiner  
Name & affiliation

Signature of External Examiner  
Name & affiliation

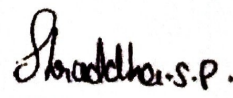


### **DECLARATION**

I, **SHRADDHA S P**, hereby declare that the Project report entitled "**A STUDY ON RECRUITMENT AND SELECTION ACTIVITY'S ADOPTED AT JBF PETROCHEMICALS LTD**" with reference to JBF Petrochemicals Ltd Mangalore prepared by me under the guidance of **Prof.NEERAJ. S RAI**, Department of Business Administration, Alva's Institute of Engineering & Technology and external assistance by **Dheeraj Shetty (GENERAL MANGER, HR, IT AND ADMIN) JBF Petrochemicals Ltd**. I also declare that this Project work is towards the partial fulfillment of the university regulations for the award of degree of Master of Business Administration by Visvesvaraya Technological University, Belagavi. I have undergone a summer project for a period of Six weeks. I further declare that this Project is based on the original study undertaken by me and has not been submitted for the award of any degree/diploma from any other university/institution.

**Place: Moodbidri**

**Date: 22/7/2021**

  
**(SHRADDHA S P)**

**4AL19MBA70**



## **ACKNOWLEDGEMENT**

I am happy to take this opportunity to extend my sincere thanks to all those who have supported me, directly and indirectly.

I would like to thank my external guide **Mr. DHEERAJ SHETTY** and entire staff of JBF Petrochemicals Ltd for their constant encouragement, suggestions and moral support throughout the duration of my project.

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I am thankful to my internal guide **ASST PROF. NEERAJ S RAI** Assistant professor, dept of MBA, AIET Mijar. His feedback and solutions have greatly helped me in this project.

Finally, I would like to mention here that I am greatly indebted to each and everybody who has been associated with my project.

With sincere regards

Place: Moodbidri

**SHRADDHA S P**

Date:22/7/2021

**4AL19MBA70**

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## **EXECUTIVE SUMMARY**

A project titled "A STUDY ON RECRUITMENT AND SELECTION ACTIVITIES ADOPTED AT JBF PETROCHEMICALS LTD". The main intention of this study is to understand the recruitment and selection in the organization. The primary information was obtained by questionnaire and information also collected from company report, journal, and company website are used as resources of secondary data. This study used the simple analytical methods like pie charts are used to inspect the data collected.

The first part of the study includes Industrial and company profile, second chapter includes Conceptual background and literature review, third chapter contains Research design, fourth chapter includes Analysis and interpretation and last chapter contains Finding and suggestions of project report.

The project's goal was to look at how the organization's recruiting and selection processes work. Recruitment entails selecting the appropriate individuals and placing them in the proper positions. The HR department's strategic function is recruitment. The methodical process of establishing a pool of competent applicants for an organization's employment is known as recruitment. The procedure comprises steps such as personnel planning, telephone interviews, and candidate screening. For this goal, the organization employs a variety of approaches and sources.

During the recruitment process, selection is made from a screen. They will gather information from numerous websites and places while doing first screening. In addition to performing employment interviews and different tests with elements applicants, a background check will be conducted to verify the candidates' qualifications. During this time, different organizations use various tactics and techniques for their personnel. JBF Petrochemicals Ltd underwent an investigation to learn more about the practical implementation of the employee hiring process.