



## SPECIAL FEATURES OF RECRUITMENT SERVICES

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**Abstract:** *In this article, today's recruitment in our country, its specific aspects and specific features of recruitment services are highlighted by the author, and suggestions and practical recommendations are given.*

**Key words:** *work, recruitment, recruitment, employment.*

Currently, the activities of private organizations on employment of citizens in the Republic of Uzbekistan and abroad are not regulated by legislation. Private (recruiting) employment agencies that provide services in the field of employment abroad, being independent entities from the state, provide services to enterprises (employers) and citizens looking for work. According to information, recruiting companies annually employ 8-10 million people worldwide. provides employment to 10 people.

Taking into account the international standards, the foreign experience of organizing and developing recruiting activities, the Ministry of Employment and Labor Relations has developed this draft law.

Recruiting activity is the business activity of a legal entity (recruiting agency) on the basis of a contract to provide recruiting services related to the employment of jobseekers and the selection of personnel for employers. Recruiting agency is a registered commercial organization providing these services in accordance with the legislation of the Republic of Uzbekistan. The main types of recruitment agency services include:

- search for suitable jobs in the territory of the Republic of Uzbekistan for persons looking for work;
- selection of personnel for employers;
- providing employment to persons looking for work abroad;
- includes providing information and consulting services in the labor market.

To expand the possibilities of providing employment to the population of Uzbekistan in the enterprises of our country and abroad, to clearly regulate the mechanisms of public service and the private sector to support the employment of the population, the procedure and conditions of the services provided for job placement, recruiting agencies, it allows to determine the rights and obligations of



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the enterprise and persons looking for work, serves to prevent illegal labor migration.

Recruitment is a general process of identifying, searching, selecting, selecting and interviewing candidates for jobs (permanent or temporary) within the organization. Recruitment is also the processes involved in selecting individuals for unpaid roles. Managers, HR generalists and recruitment specialists can be outsourced to recruitment, but in some cases public sector recruitment, commercial recruitment agencies or specialist search consultancy services are used to complete part of the process. The use of Internet-based technologies, including artificial intelligence (AI), to support all aspects of recruitment has become widespread.

An employee referral is a candidate recommended by an existing employee. This is sometimes called. Encouraging existing employees to select and hire suitable candidates leads to:

- Improved candidate quality ("suitable"). Employee referrals allow existing employees to see, select and refer candidates, reducing employee turnover; candidates hired through referrals typically stay 3 times longer than candidates hired through job boards and other sources. The direct one-on-one relationship between the candidate and the referring officer and the exchange of knowledge that takes place allows the candidate to develop a strong understanding of the company, its business, and the application and hiring process. This allows the candidate to assess their suitability and likelihood of success, including their 'fit'.
- Significantly reduces the costs of third party service providers who previously performed the screening and selection process. An April 2013 Crain's article recommended that companies turn to purple squirrels, the rare candidates who are the "perfect" fit for open positions, to speed up the hiring process.
- The employee usually receives a referral bonus and it is widely recognized to be cost effective. The Global Staffing Referral Index 2013 survey found that 92% of respondents cited it as one of the top sources of employee recruitment.
- As candidate quality improves and interview-to-offer conversion rates increase, the amount of time spent interviewing decreases, which means a company's headcount can be streamlined and used more efficiently. Marketing and advertising costs are reduced as existing employees receive potential candidates from their existing personal networks of friends, family and associates. In contrast, recruiting through third-party recruiting agencies charges a 20-25% finder's fee – which can exceed \$25,000 for an employee with an annual salary of \$100,000.

However, there is a risk of less corporate creativity: an overly homogenous workforce is at risk of being "unable to generate new ideas or innovations."



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Internal recruitment or internal mobility (not to be confused with internal recruiters) refers to the process by which a candidate is selected from the existing workforce for a new job within the same organization, possibly for a promotion or development opportunity or meeting a specific or urgent organizational need. Advantages include the organization's familiarity with the employee and the competencies demonstrated in their current work and willingness to trust that employee. It may be faster and cheaper to hire someone internally.

Many companies choose to hire or promote employees internally. This means that instead of looking for candidates in the general labor market, the company looks to hire one of its own employees for the position. Companies often choose to hire an internal candidate over an external candidate because of the cost of acquiring new employees, as well as the fact that companies have prior knowledge of their employees' performance in the workplace. In addition, internal recruitment can encourage the development of skills and knowledge, as employees expect to have a longer career with the company. However, promoting an employee may leave a vacancy in the promoted employee's previous position that needs to be filled later. Traditionally, internal recruitment is done through internal job postings.

Another way to hire internally is through employee referrals. Having existing employees in good standing, recommending colleagues to the workplace is often the preferred method of recruitment, as these employees know the values of the organization as well as the work ethic of their colleagues. Some managers reward employees who provide successful referrals.

Outsourcing is another option in recruiting. In this case, employers or the hiring committee look for potential job candidates outside their company. The advantages of outsourcing are that it often brings new ideas and perspectives to the company. Also, external recruitment opens up more opportunities for applicants than internal recruitment. Economic and labor market conditions affect a company's ability to find and attract qualified candidates. Companies usually advertise their job openings in a variety of ways to inform potential candidates about their job openings. This may include local newspapers, magazines and online advertisements. Research has shown that social media networks offer job seekers and recruiters an inexpensive way to connect with other professionals. Additionally, professional networking websites such as LinkedIn offer the ability to review job seekers' biographical resumes and direct message them, even if they are not actively looking for a job. Attending job fairs, especially at secondary and post-secondary schools, is another way to recruit external candidates.



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An employee referral program is a system in which existing employees recommend prospective candidates for a job offer, and typically the employee receives a monetary reward if the recommended candidate is hired.

Niche firms focus on building lasting relationships with their candidates, as the same candidates may be placed multiple times throughout their careers. Online resources are designed to help you find specific recruiters. Niche firms also develop knowledge of specific employment trends in their industry (such as the energy industry) and are able to identify demographic shifts such as aging and its impact on the industry.

Social recruiting is the use of social media for recruiting. As more people use the internet, social networking sites, or SNS, have become an increasingly popular tool for companies to recruit and engage applicants. A study by researchers showed that 73.5% of Cypriot companies have an account on SNS, the most common being Facebook, LinkedIn and Twitter. There are many advantages associated with using SNS in recruitment, such as reducing the time it takes to hire someone, reducing costs, attracting more "computer-literate, educated youth" and improving the company's brand. However, some disadvantages include the increased cost of training HR professionals and installing the appropriate social recruiting software. There are also legal issues related to this practice, such as applicants' privacy, discrimination based on SNS information, and incorrect or outdated information about the applicant's SNS.

Mobile recruiting is a recruitment strategy that uses mobile technology to attract, engage and convert candidates.

Some recruiters operate by accepting payments from job seekers in exchange for helping them find jobs. This is illegal in some countries, such as the UK, where recruiters must not charge candidates for their services (although websites such as LinkedIn may charge for job search support services). These recruiters often refer to themselves as "personal marketers" and "job application services" rather than recruiters.

Using multi-criteria decision analysis tools such as the Analytic Hierarchy Process (AHP) and combining it with traditional recruitment methods to assist in decision making when there are multiple criteria to consider or applicants provides additional benefits through previous experience; for example, recruiting new university graduates.

Employers can rehire previously rejected candidates or hire retired employees as a way to increase their chances of attracting qualified applicants.



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In the United States, the Equal Employment Opportunity Commission has established guidelines for prohibited employment policies/practices. These regulations serve to prevent discrimination based on race, color, religion, sex, age, disability, etc. However, employment ethics is a business area prone to many other unethical and corrupt practices. According to the Independent Broad Commission Against Corruption (IBAC), business ethics is an important component of recruitment; hiring unqualified friends or family, allowing problem employees to cycle through the company, and failing to properly vet candidates' backgrounds can be detrimental to business.

When it comes to hiring for ethical and safety-related positions, individual employees often make decisions that can have disastrous consequences for the entire company. Likewise, leadership positions are often tasked with making difficult decisions during company emergencies, such as public relations nightmares, natural disasters, pandemics, or a slowing economy. Businesses that have made headlines for inappropriate cultures may also find it difficult to recruit new employees. Companies should strive to minimize corruption through recruitment processes, pre-employment screening, personality tests, onboarding, training and code of conduct.

In Germany, universities, although public employers, usually advertise most vacancies, especially academic positions (teaching and/or research), in addition to tenured professors (verbeamtete Hochschullehrer). they don't have to. However, anti-discrimination measures and equal opportunities (although required within the EU) apply only to advertised jobs and the text of the job advertisement.

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