Organizational Plan for Islamabad Recruitment Company

Faisal shabbier 01-221141-029
Fizan Ali 01-221141-008
Fahad Ali 01-221141-024
(Supervisor)

Omer Sajid

"**A research project submitted in partial fulfillment**

of the requirement for MBA"

Bahria University Islamabad

2015

Executive Summary

Recruitment Company is working in Pakistan since February 2013. The main functionality of this Recruitment Company is into selection of manpower searching, deployment, training and development, apply Human resource management practices for improving their efficiency, productivity and effectiveness, placement for consultancy business, using outsourcing model, effectively managing their pay rolls and also operational its functionality for employee verification. Recruitment Company main aim is to reduce the unemployment factor from Pakistan economy. Recruitment Company is emphasizing on the process of employee retention for survival long time period with them. Recruitment Company is facing so many related information or difficult to provide direct guidance to entrepreneurs on a step by step process that leading towards the generating the highly attractive opportunity. Recruitment Company is here to help you in the complex business internal and external environment is based on the process of hiring the best-qualified candidate for your job vacancy. Recruitment Company emphasis on ensure that we find the candidate in the most efficient way, effective way and in the shortest time possible outcome. Recruitment Company outsourcing process model is transferring the responsibility, tasks and duties for an area of services and its objectives to an external providers. Recruitment Company professional training is also exercise the functional activates in term of negligent training. Recruitment Company now a day facing so many others related issues or problems regarding their system or organization plans. Business consultant development working on the organization plans which include in this project four main plans. First organization plan is the marketing plan. Second organizational plan is the distribution of financial plan. Third plan is about the Human resource plan. Forth plan is the integration of information technology system within the organization for accurately measure the Recruitment Company employee's performance and improve their working styles.

Keywords: Recruitment Service, Outsourcing Model,Marketing Plan, Finance Plan, HR Plan And Information Technology Plan.

Table of Contents

Executive Summary 2

List of Table 6

List of Figures 7

Chapter 1: Introduction 8

1.1 Mission and Vision 11

1.2 Project Objective 11

1.3 Project Goal: 11

1.4 Significance of Project 11

1.5 Project Contribution 12

1.6 Report Organization 12

Chapter 2: Business Profile of Islamabad Recruitment Company 14

2.1 Islamabad Recruitment Company 14

2.2 Analysis of Recruitment industry in Pakistan 15

2.3 Service Cycle Processes Offered By Islamabad Recruitment Company 17

2.4 Service Cycle Process Model 17

2.4.1 Promotional channel 17

2.4.2 Strength 18

2.4.3 Commitment 19

2.5 Outsourcing Model and Payroll Model 20

2.6 Employee Verification 20

2.6.1 Model of Employee Verification 21

2.7 Professional Training 22

Chapter 3: Problem Definition and Requirement Analysis 24

3.1 Problem definition and symptoms cause outcome 24

3.2 Requirement analysis How Organizational plan can solve the problem 25

Chapter 4: Design and implementation of overall organizational plan 30

4.1 Marketing Plan 30

4.1.1 Point of Differences 31

Geographical area 32

4.1.2 Marketing mix: 33

4.1.3 Hierarchy of Marketing department 37

4.2 Importance OF Human Resource Management 40

4.3 Human Resource Management Functions 41

4.3.1 Staffing 41

4.3.2 Human resource development 42

4.3.3 Compensation and benefits 42

4.3.4 Safety and health 42

4.3.5 Employee and labor relations 43

4.4 HR Plan 43

4.4.1 Purpose of giving Human resource planning 45

4.4.2 Organizational plan should be linked with HR Planning 48

4.4.3 Human resource plan for Islamabad Recruitment Company and Human Resource model plan 49

4.4.4 Recruitment Company Work under the HR Department 51

4.5 Financial Plan 52

4.5.1 Expected Income Statement 55

4.6 Operating cost 58

4.7 Capital Assets Pricing Model – CAPM 59
4.8 Cost of implementation 60
4.8.1 Current and Expected Balance Sheet 61
4.8.2 Expected Budget Sheet for year 2016-2017-2018 62
4.9 Information Technology Plan 63
4.9.1 Information Engineering 63
4.9.2 Solution Approach 65
Chapter 5: Testing and Implementation 68
Chapter 6: Recommendation 70
Chapter 7: Limitations for the study and future prospects 72
7.1 Bottleneck 73
Chapter 8: Conclusion 74
References 77

List of Table

Table 4-1 Hardware and Software Configurations 65

Table 4-2 Software Licensing Requirements..... 65

Table 4-3 Project Budget MSF 66

List of Figures

Figure 2.1 Service Cycle 17

Figure 2.2 Outsourcing Model and Payroll Model 21

Figure 4.1 Organization Structure 39

Figure 4.2 Project Team 67