A STUDY ON EMPLOYEE BACKGROUND VERIFICATION PROCESS AT L&T INFOTECH IN CHENNAI

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Abstract—*The use of background checks has become more prevalent and is perceived as having crucial importance in hiring in the private sector, given the extent of employee crimes. In examining this phenomenon, security and administration scholars have promoted the general security necessity of such checks but have only focused on the application of legal and constitutional provisions relevant to the background check process. As a result, the security field has overlooked the theoretical bases for background checks and the theories addressing how background checks should be conducted. To address this gap, this article presents a qualitative meta-analysis of the theoretical literature from a variety of academic fields and identifies four overarching themes important for understanding background checks as a tool for hiring. Then, as an illustration, the article examines how well the regulation of background checks in the U.S. financial sector reflects theoretical findings, exposing critical gaps between research and practice. Thus, this analysis provides security practitioners with important guidance in how to effectively use background checks as a crime prevention tool.*

INTRODUCTION

Background Verification is basically concerned with having the right types of people available as and when required and improving the performance of existing people to make them to work more effective on their jobs, Manpower management thus starts with Background check.

STATEMENT OF PROBLEM:

Human resource has gained a wide acceptance in the industry. The objective of the study was to access employee satisfaction. This has led to the need for more experienced and skillful employee where to be trained to meet the organization requirement.

OBJECTIVES OF THE STUDY

Background Verification &analysis are one of major HRM function that helps manager to keep the skilled members in the organization.

SCOPE OF THE STUDY

The Scope of HRM is indeed fast. All major activities in the working life of worker from time of his entry in an organization until he / she leaves, come under the preview of HRM. Specifically, the activities included are Human Resource planning, Job analysis and design, Recruitment, Selection, Orientation and placement, Training and development, Performance appraisal and Job evaluation, employee and executive remuneration and communication, employee welfare, safety and health, industrial relations and the like.

LIMITATIONS OF THE STUDY

- As the project is prepared for academic purpose only, it suffers from the limitations of time and money, due to which analytical study into all the strategies adopted by the organization was not possible.
- The study was completed within short span of time that was available.
- The report also suffers from the limitations of exhaustiveness as far as the information is concerned.
- All this study is limited Larsen & Toubro InfoTech Ltd, Chennai only.

REVIEW OF LITERATURE

J.A. AND M.STARKE. (2000). Recent reviews of recruitment literature often have somewhat pessimistic tone. Reviewers have concluded that a great deal is still not known about why recruitment activities have the effects they do. In particular, recent reviews have criticized many of the studies conducted for being poorly designed, narrow in focus,

and not grounded in theory. In order for future studies to result in a better understanding of the recruitment process, such studies need to be designed with an appreciation of the complexity of the recruitment process. In this regard, an organizing framework of the recruitment process is offered. In introducing this framework, the authors draw upon theories from a variety of research domains and give considerable attention to process variables (e.g., applicant attention, message credibility, applicant self-insight) that mediate the relationships between recruitment activities (e.g., recruiter behavior) and recruitment outcomes (e.g., the number of applications generated).

WORK BY KORSTEN (2003) AND JONES ET AL. (2006) According to Korsten: (2003) and Jones et al. (2006), Human Resource Management theories emphasize on techniques of recruitment and selection and outline the benefits of interviews, assessment and psychometric examinations as employee selection process. They further stated that recruitment process may be internal or external or may also be conducted online. Typically, this process is based on the levels of recruitment policies, job postings and details, advertising, job application and interviewing process, assessment, decision making, formal selection and training (Korsten 2003). Jones et al. (2006) suggested that examples of recruitment policies in the healthcare, business or industrial sector may offer insights into the processes involved in establishing recruitment policies and defining managerial objectives.

RESEARCH METHODOLOGY

FIELD OF STUDY:

This project work was carried out at Larsen & Toubro InfoTech Ltd, LTI. Chennai.

RESEARCH SAMPLES:

IT industry plays a very important role in the economy. The sample was therefore chosen as it portrays the needs of the researchers.

Research provides an insight into any study top basically evaluate and judge the data or to find the solution to any given problem a simple is representative of a group or population that identifies Itself as part of it. The sample chosen for this report is Larsen & Toubro InfoTech Ltd, Chennai.

DATA COLLECTION:

The data collected contains primary data and secondary data. The primary data has been collected mainly by interviewing and also observation and audit. Secondary data has been obtained from published journals, company broachers, books, internet, etc.

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FINDINGS

The data collected and analyzed and general observation has proven that Larsen & Toubro InfoTech Ltd (LTI). Has done remarkable job in its Human resource development.

THE MAIN FINDINGS ARE AS FOLLOWS:

- The above Chart shows that 64% of Respondents is male, female are 16% and remaining20% respondents are others.

- The above chart shows that 82% respondents are satisfied with the management policies. And Not Satisfied are 8%.

- The Above chart shows 69% respondents are satisfied with Background facilities given by the company. And Not Satisfied are 4% of the employees.

- The above chart shows 81% of the respondents had excellent employees in the organization, Good 10% and Average 9%.

- The above chart shows that 64% of respondents prefer National check and 20% International Checks type both preferred for 20%

- The above chart shows 69% of respondents feel the organizational is interested in Background check formalities, No for 13% and 17% are not replied.

- The above chart shows all the 90% respondents agree that their organization is wellprepared to meet today's challenges, 6% are no response.

- The above chart shows all the respondents have faith in their company's policies.65%yes, 14% no feedback& not replied 20%.

- Around 69% of the people are happy with the B.G Check process, Not Satisfied are 13%, and Not Replied are 17%.

- 44% of the respondents felt well about BG Check Panel and The parentage of poor wegot only

- 2.7 percentages.

- Around 60% Respondents felt that LTI met their expectations.

- 60% of the respondents are happy with their salary.

- 87% of Respondents were happy with LTI commitment and Response.

- 54% of Respondents came to know about LTI through Newsletter. ❖ 77% of Respondents here happy to refer LTI to their Friends and Not Replied is 12%.

- Around 45% of the employees are happy with their Designations, and 36% of theemployees are not happy, 19% of the employees not responded.

- Both are Mandatory & Necessary, around 40% Prefer Internal Check and 38% Prefer External Check.

- Around 86.7% percent of the peoples was not knowing the fact, only 13% are knowing it.

- Around 92% says no the question, but only 8% are responded yes.

- The Overall percentage is 96 say satisfactory, and 4% are says not satisfactory.

SUGGESTIONS & RECOMMENDATIONS

- Create awareness about Clients requirements among the employees by maintaining high level of motivation and focus.

- Design an effective system & Agency for conducting Employee Background checks.

- More attention is to be paid on the feedback as it gives necessary inputs for the improvements in the future.

- Quantify the performance off the employee so recruited.

- Increase the competence levels among the employees by giving suitable Training and Development Program.

- Maintaining Harmonious relationship with Employees and Management.

CONCLUSION

Background checks are an important part of the hiring process in so much that they validate the information provided by a candidate, job requirements are met, and there is a clear criminal history so that they can assume a role in a new organization. There are a variety of different components that can be included in a background check and these may vary based on the position.

Background verification is the process of vetting employment history, commercial records, financial records, criminal records, and other activities of a person or a company to confirm their authenticity.

That is all related to his work experience at (Company/Institute name) hereby verifying the fact that all details he has mentioned in his experience letter are true. I wish him goodluck and glorious success in your firm. I hope that I have replied to your confirmation letter in time.

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