**Selected organization:**

# NENZA Pharmaceuticals (Pvt.) Ltd.

## Introduction:

Nenza pharmaceutical is a private sectorpharmaceutical manufacturing company and is one of the fastest growing National companies, which was established back in 1998. Nenza pharmaceuticals have been the core and one of the oldest pharmaceutical product manufacturer based in the area of industrial estate, Hayatabad, Peshawar. Nenza pharmaceuticals have been acquired by one of the largest distributors of Pakistan, Nadeem Traders. The acquisition happened in January, 2008 by Mr. Naseem Elahi Malik with aggressive and fast growth plans. Upon the acquisition, there was a boost in the manufacturing processes and installation of high-tech machines which ensured the highest quality product in the market.

## Mission:

**“To provide quality assured products and gain competitive advantage”**

The mission of the company is; making sure that the products manufactured are satisfying the needs and wants of the customers. In order to gain competitive advantage, Nenza is thriving hard to achieve its goals efficiently, thus innovating their way to success throughout the years with the use of highly advanced technology and human resources.

## Vision:

**“Nenza’s vision is based on quality and ethics. Our people and resources are dedicated to providing quality products and ethical services to meet the needs of customers in a responsible manner.”**

As we can see from Nenza’s vision statement, they focus on providing quality products along with setting up an ethical standard regarding the services that they provide. Serving the customer and ensuring their needs and requirements are met, is another aspect of their vision which distinguishes them from their competitors.

## Quality Policy:

**“We strive to produce high quality products according to CGMP & provide devoted service to meet customer satisfaction.”**

Looking at Nenza’s quality policy, they focus on producing the highest quality products that can be manufactured. These products are CGMP (Current Goods Manufacturing Practices) certified and are tested for their quality assurance in their on-site laboratory where different quality assurance tests are carried out and the behavior is observed. Upon passing the quality assurance test, the products are ready to be dispatched for sale. The products which do not meet the standards are filtered out so that it shall reach no customer, keeping the customer’s health and well being a priority.

On top of that, Nenza occupies the most modern plant and the equipments installed in the manufacturing site are up-to-date. Nenza, coupled with highly qualified and competent personnel, has achieved tremendous growth and has won numerous accolades.

## Certification:

The organization is “ISO-9001:2000 & ISO 2015” certified and currently follows the CGMP laws strictly.

## Core Business-activity& nature of the business:

The core business activity of Nenza Pharmaceuticals is the pharmaceutical formulation which includes product development, manufacturing and marketing.

Nature of business that Nenza deals in, is the manufacturing and marketing of pharmaceutical products in Pakistan.

## Process of Recruitment and Selection:

The process of recruitment and selection at NENZA is not much up-to-date as they follow the same old conventional newspaper advertising method of recruitment rather than a completely automated setup. However, social media like LinkedIn etc. is used. The process is done in the following steps:

1. **Identifying the need for an employee:**

At NENZA, this identification of need is done when either an employee leaves, gets fired or under extreme circumstances, they are deceased. When there is a position vacant, they create job posts. Before posting an ad in the newspaper, the ad is made by mentioning and describing the job title, the job description is made as well on top of that, the necessary qualification and experience is mentioned. The advertisements are published in the newspaper, after which they go towards the next phase.

1. **Receiving applications:**

At Nenza, they receive the applications of the candidates either directly in hard form, or through emails in soft form. The applications are reviewed if they meet the requirements. The applications received are run through a background check whether they are verifiable or not. In case they aren’t verified, the candidate is eliminated.

1. **Selecting out un-qualified candidates**:

After the job-ad is posted, they get a huge pool of mixed up candidates from every place. Now, in order to scrutinize potential candidates from the rest, the candidates who meet the requirements are placed in one section while the applications of candidates who aren’t meeting the requirements are put aside.

Requirements can include, for example; an accountant has to have their relevant degree alongside some years of experience.

The qualified candidates are thus informed that they have made it to the next stage.

1. **Interviews:**

The candidates who meet the profile of the company are then called, interviewed. The interview is conducted by the plant manager of the company alongside the general manager. It is at this stage when a candidate can present a good image of themselves and make the company believe that he/she is interested in the job. After the interviews are over, constructive feedback is given to them.

1. **Selection:**

After the interviews, the candidates who fit properly within the frame of requirements are called up and their first day of work along with extra details is shared. Date gets decided and the salary package is discussed too.

1. **Job offer:**

Upon selection of candidate, talks of salary package and briefing the candidate over the work-environment, they are offered a job which the candidate can either accept or reject; it’s totally up to them.

**Recruitment of an intern at Nenza:**

An intern is recruited at Nenza by the above mentioned procedure.

1. The organization thought that there is a need for an intern.
2. The need for intern to carry out general intern tasks which include; carrying out day-to-day office activities, helping in the processes to run smoothly, can be a source of communication etc.
3. Nenza posted an advertisement on LinkedIn for the intern’s position.
4. Upon receiving multiple applications (CV’s and Resumes), they filtered out the best fit for the job.
5. In a few days, the selected applicants were called up for an interview conducted at Nenza’s main office by the plant manager alongside the general manager.
6. The candidates showed up on the day and time decided.
7. The applicants went through the interview process and upon finishing the interview, they were given constructive feedback.
8. The selected applicants were then informed of their first day at work via call, and were given a briefing on their job description, what needs to be done etc.

**Recommended Changes.**

1. Required Upto date System i.e Machinery & HR Section etc.
2. Innovation in the sense of electronic Recruitment, Online testing, through this innovation will come onto their system through which we can save out time.
3. Cost will also affect due to electronic recruitment. Because of this less time will be used in recruitment process.