

# **MILESTONES OF PROCESS OF HUMAN RESOURCES MENEGEMT AT ENTITIES**

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**Introduction.** Human resources management takes pride of place in the entity management system. A sustain improvement of the milestones of all recruitment and selection processes is necessary.

**Aim.** The purpose of this work is to study the key milestones of the human resources management at the entity.

**Materials and methods.** In our work we use legal network for organization and regulation for the process of human resources management such as the Labor Protection Act of Ukraine, the Employment Act of Ukraine.

**Results and discussion.** The milestones of the human resources management are:

- Human resource planning represents the subsystem of the plan system at the entity encompassing completion of the mission to support the entity with an adequate number of manpower of an adequate quality as well as improvement of social relations.
- The selection of the potential employee includes the initial acquaintance with applicants (an interview), collection and processing of the information about them according to the determined system, assessment of the characteristics and composition of the accurate applicant profiles, reconciliation of the actual characteristics of the applicants with the job position requirements.
- Employee adaptation is the process of the fitting of the employee to the content and conditions of the working activities, and to the direct social environment.
- The employee development represents the aggregate of the business activities performed by the human resources department in the aria of the employee training, professional advancement and career development.
- Appraisal of the personnel includes the following activities: preparation of the necessary documents for the appraisees, scheduling of the attestation, determining of the composition of the qualification/attestation committees and their education.
- Conflict management at the entity is the collision of the opposite aims, interests, positions, opinions, outlooks of two or more individuals.

**Conclusions.** Thus, we studies the milestones of the human resources management process at the entity, which formed the basis of our final work.