

Report On
“Role of HR Department in Meghna Group of Industries”

By

Ibnun Taihan Shaon
ID-15304083

An internship report submitted to the BRAC Business School in partial fulfillment of the requirements for the degree of Bachelor of Business Administration

BRAC Business School
BRAC UNIVERSITY
January, 2020

© 2020. Brac University
All rights reserved.

Declaration

It is hereby declared that,

1. The internship report submitted is my own original work while completing degree at BRAC University.
2. The report does not contain material previously published or written by a third party, except where this is appropriately cited through full and accurate referencing.
3. The report does not contain material which has been accepted, or submitted, for any other degree or diploma at a university or other institution.
4. I have acknowledged all main sources of help.

Student's Full Name & Signature:

Ibnun Taihan Shaon
ID-15304083

Supervisor's Full Name & Signature:

Mr. Riyashad Ahmed
Assistant Professor, BRAC Business School
BRAC University

Letter of Transmittal

Riyashad Ahmed
Assistant Professor,
BRAC Business School
BRAC University.
66 Mohakhali, Dhaka-1212

Subject: Submission of Internship Report

Dear Sir,

This is my pleasure to display that I have completed my 3 Months Internship Program at Organizational Development Team of Human Resource Department of Meghna Group of Industries, which I was appointed by your direction as a requirement for the completion of my BBA Program.

I have attempted my best to finish the report with the essential data and recommended proposition in a significant compact and comprehensive manner as possible.

I trust that the report will meet the desires.

Sincerely yours,

Ibnun Taihan Shaon
ID-15304083
BRAC Business School
BRAC University
Date: January 9, 2020

Non-Disclosure Agreement

This agreement is made and entered into by and between Meghna Group of Industries and the undersigned student at BRAC University Student

Acknowledgement

First of all, all praise and thanks to Almighty Allah for giving this opportunity to complete the Internship at Meghna Group of Industries. I am very much lucky that I was able to get call from such Big Conglomerate. Further, I would like to thank my very own BRAC University to give me such a platform of knowledge. Then, I would like to sincerely honor and show my gratefulness to Mr. Riyashad Ahmed, Assistant Professor of BRAC Business School (BBS), BRAC University. I am indebted to his guidance and continuous support. It is with his proper direction and suggestions I have completed my report on “Role of HR Department in Meghna Group of Industries” with perfection.

I would like to express my gratitude towards Mr. Atiq Uz Zaman Khan (Sr. GM-HR) and my supervisor Mr. Shirajush Shalekin (Sr. Manager-HR). It was blessing that I was able to work with Honorable Director of MGI .At last, I would like to thank the entire HR Department and my OD team who helped me and guided me throughout my three months’ internship period.

Executive Summary

To fulfil my internship course (BUS400), I have joined at Meghna Group of Industries. I have worked with Organizational Development of HR under the supervision of Atiq Uz Zaman Khan (Sr. GM-HR). Throughout the Internship, the responsibility I am given was done in professional way. The report contains a vast description and employee satisfaction survey.

First of all, this report contains the overall description of Meghna group of industries. I have briefly discussed the Structure of whole HR. I have provided the methods I have used to get the internal and external data. I have highlighted the key functions and learnings. Moreover, a customer satisfaction survey has been done to find the perception of employee about the workplace and the career opportunity. Finally, I have come up with recommendation and conclusion based on my survey and work experience. I have tried my best to provide enough information about my work experience and information regarding the topic.

Table of Contents

| | |
|---|---------------|
| Declaration | i |
| Letter of Transmittal | ii |
| Non-Disclosure Agreement | iii |
| Acknowledgement | iiiv |
| Executive Summary | v |
| Table of Contents | vi-vii |
| List of Acronyms | viii |
| Chapter 1, Introduction | 1 |
| 1.1 Rationale of the study | 1 |
| 1.2 Objective of the study | 2 |
| 1.3 Scope of the study..... | 2 |
| 1.4 Methodology..... | 3 |
| 1.5 Limitations of the Study..... | 4 |
| Chapter 2, Organization Overview | 5 |
| 2.1 Mission..... | 5 |
| 2.2 Vision..... | 5 |
| 2.3 Values..... | 5 |
| 2.4 Company at a Glance..... | 6-8 |

| | |
|--|-----------|
| Chapter 3, Role of HR | 9 |
| 3.1 Introduction..... | 9 |
| 3.2 Recruitment and selection..... | 10-13 |
| 3.3 Organizational Development..... | 13-16 |
| 3.4 Payroll / Compensation Management..... | 16-17 |
| 3.5 HR Service..... | 17 |
| 3.6. Why HR Plays Important role..... | 17-18 |
| Chapter 4, Survey | 19 |
| 4.1 Quesnair | 20 |
| 4.2 Survey Result..... | 21-25 |
| 4.3 Recommendation..... | 26 |
| Conclusion..... | 27 |
| References..... | 28 |
| Appendix | 29 |

Acronyms

HR- Human Resource

OD- Organizational Development

MGI-Meghna Group of Industries

Chapter 1

1.1 Introduction

Human Resource Department is the core of an organization as it handles many necessary functions of business. MGI is such a big group of Industries where HR plays most vital part. From Policy making to recruitment and selection .HR is always On the Go. Generally, HR concentrated on Recruiting, Selecting and the old-school Pay System. Nowadays HR has been emphatically reframed, covering a lot more areas of development.

I have joined Dynamic HR Team of Meghna Group of Industries which is largest group of companies in Bangladesh. I have tried to learn the practical concept of HR and enhanced my knowledge. As per completion of my internship of 12 week MGI given me the chance to work in depth of the organization to learn the practical work which is far different than knowledge we get from books. I have adapted myself with the corporate culture and developed soft skills in this period of my internship.

1.2 Rationale of the Study

This report is prepared on the basis of my internship at Meghna Group of Industries for the completion of the BBA Program at BRAC University. This report also can help other students as a secondary source which can give an idea about the local industries and their operation and scenario of Consumer Good marketplace of our country. In this report I have discussed about the HR role of Meghna Group of Industries which directly or indirectly controls all the Service Business Units of MGI.

1.3 Objectives of the Study

Primary Objective:

The primary objective of this research is to gather the knowledge real life HR practices in one of the largest conglomerate of Bangladesh and also discuss about how organization works with the direction of HR.

Secondary Objective:

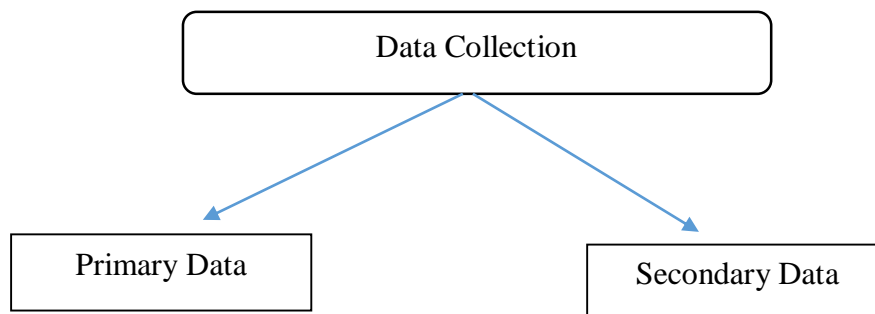
- To learn and apply practically in professional life.
- To know the working environment in corporate.
- To gain the knowledge of HR with real example.
- To examine opportunities in Corporate.
- To get an idea of Group of Industries works.

1.4 Scope of the Study

Internship program is a great opportunity to have hands on experience about both professional and Corporate sector in a better way. This report is reflection how I have worked in a largest group of Industries and gained the knowledge about their industrial sectors and more likely their product and process of Development. This is study shows how MGI are actually making the structure to make the effective and efficient working environment and competing with other organization as well like multinational do. So this study is the scope of how actually A group of Industries work, how their environment is, what is the opportunity for an employee to have better career growth. This study helped me to learn the insight environment of the industry.

1.5 Methodology

To Prepare this report I have collected few primary data and used few secondary data as well. Most of the information is from the internal source as I have had the opportunity to work in details my observation throughout the internship.



Primary Data:

- Self-Observation
- Conversation with reporting boss
- On the Job Experience
- Information from Office colleagues
- Information form Department head

Secondary Data:

- MGI website
- Press releases
- Journals
- Online Articles
- Conference papers
- Internet resources
- Press interviews

1.6 Limitations of the Study

- Non disclosure privacy policy does not allow to an intern to use lot of confidential data.
- Other department's data is not permission able to collect and use.
- Three months' internship is not enough to discover all the insights and process of the
- External sources and online sources are not sufficient to collect required da

Chapter 2

Organization Overview

2.1 Mission

Delighting our customers and maximizing value through innovative solutions, inspired employees, adaptation of technological advancements and living in harmony with environment.

2.2 Vision

Be Bangladesh's most admired & progressive global conglomerate

2.3 Values

- Respect
- Integrity
- Customer focus
- Team Work
- Keeping Promises

2.4 Meghna Group of Industries at a Glance

Meghna Group of Industries (MGI) is one of the greatest and largest conglomerate of Bangladesh. With a turnover of over USD 3.0 billion, MGI is presently delivering a huge number of products and operating on 55 factories with 4 wholly owned power plant. MGI has more than of 30,000 employees working currently, 3,000 merchants or distributor and 1,000 suppliers under its name.

The historical background of Meghna Group of Industries goes back to 1976 when its founder founded Kamal Trading Company. The first introduction of MGI happened with the beginning

of Meghna Vegetable Oil Industries Ltd in 1989 on a little piece of land at Meghna ghat in Narayanganj. Meghna Group of Industries has been creating and promoting different fast moving consumer goods (FMCG) and commodities, for example, Tissue, Paper, Seed Crushing, Fish and Poultry feed, Chemical, Cement, Power Plant, other mass and industrial product under the brand name of 'Fresh', 'No.1' and 'Pure'. In addition, the MGI currently has Ship Building Dockyard, Shipping, Securities, Life Insurance, Media, Aviation and a few different organizations.

MGI has over 40 years of national and worldwide experience. In Bangladesh one in each three household item, consumer use MGI brands and items. MGI has spread its business outside the border, particularly in the Middle East, Southeast Asia, Europe, North and South America through exporting and globalizing various consumer goods.

MGI has been constantly extending and risen as the biggest investor in industrial advancement of Bangladesh for three successive years.

MGI the only Bangladeshi organization has private economic zone under its name. MGI has as of late opened 8 Industrial units in its 2 active economic zones with venture of more than BDT 3000 crores. Also, 10 distinct Industries are under development, erection and negotiation stage with foreign chief including TIC – Australia where another 12000 – 15000 work openings will be made.

Meghna Group's relentless business development is structured and driven by its visionary head; Chairman and Managing Director Mr. Mostafa Kamal. Mr. Mostafa Kamal is known for his visionary entrepreneurship as well as in addition, for his enthusiasm, commitment towards

country, contribution towards development of industrial, health, education, sports, social welfare and various other sectors. His honesty and devotion and vision took MGI on different level of success.

Meghna Group has contributed around 250 million US Dollars as Tax to the state exchequer in Fiscal year 2017-2018. MGI is an example as an excellent exhibition spearheading market authority and besides, generous private segment venture adding to the nation's monetary and mechanical improvement.

Meghna Group of Industries introduced wide range of consumer goods under the name of brand **Fresh**. Fresh represents freshness, purity, quality and trust. Fresh is dedicated to quality compliance and providing customers at an affordable price.

Products under the name of 'Fresh' Brand are – Fresh Full Cream Milk Powder, Fresh Soya Bean Oil, Fresh Mineral Water, Fresh Sugar, Fresh Flour, Fresh Spices (Chili, Turmeric, Coriander and Cumin Powder), Fresh Tea, Fresh Salt, Fresh Palm Oil, Fresh Mustard Oil, Fresh Cement and Fresh Feeds. Meghna Group of Industries includes few other brands as well in its portfolio which are - Pure, Super Pure, Golap & No.1. Meghna Group of Industries is a consumer focused company with Brand Loyalty and has set an example as new standard since its emergence.

A summary of total business of MGI is given below in the table-

| | |
|-------------------|-----------------|
| Companies | 60 |
| Yearly Turnover | USD 3.0 billion |
| Business partners | 3,000+ |
| Suppliers | 1000+ |
| Employees | 30,000 |

| | |
|------------------------|---|
| Brands | Fresh, Super Fresh, , Pure, No. 1 |
| Operational Sectors | FMCG, Building Materials, Shipping, Logistics, Printing & Packaging, Financial Institutions, Aviation, Media, Energy & Power, Chemicals, Commodities, Feeds, Pulp & Paper, Economic Zone, Real Estate |
| Export Market | India, Bhutan, Nepal, UAE, Kuwait, Singapore, Malaysia, UK, Hong Kong, Sri Lanka, Vietnam |
| Logistics And Services | Oceangoing Vessel: 10 Lighter: 60 Covered Van / Bus / Truck / Private Car / Crane / Pay Loader / Pickup / Ready-mix carriers / Ambulance: 1305 Air Craft (Helicopter) : 04 |

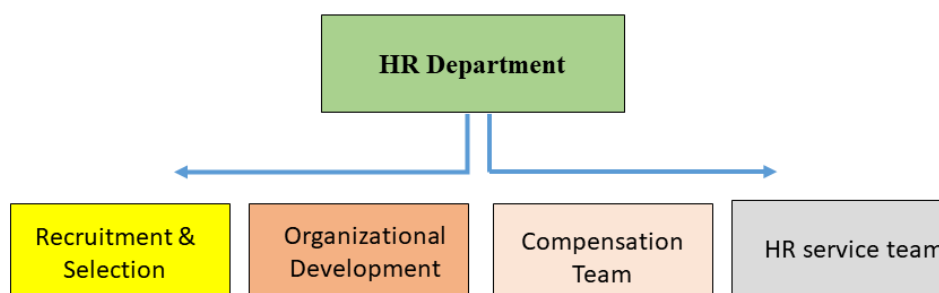
Chapter 3

Role of HR in MGI

3.1 Introduction

Fundamental elements of HR incorporate talent acquisition, and onboarding, overseeing finance and advantages, Holiday Policy, Employee Training and Development, work life balance and fringe benefits.

HR Department of MGI creating positive business culture and improving company culture, the two of which essential to business achievement. Worker wellbeing and self-improvement are likewise progressively perceived as basic parts of HR. The HR Department of MGI divided into 4 sections.



3.2 Recruitment and selection

Recruitment is a system to find out Current Job vacancies, Analysis of Job requirements, Filtering applications, screening\shortlisting and selecting the right applicant. In order to increase efficiency of HR department, MGI follow the five best practices (as shown below).

- Planning
- Vacancy Identification
- Searching the Potential Candidates
- Shortlisting
- Assessment and Control

Planning: Recruiters start their process by planning the whole process by finding out which position is vacant Industry wise or Business Unit wise. They do a ground work on job requirements and the K.S.A (Knowledge, Skills, Abilities) needed for certain jobs job, etc. To attract potential candidates from a Bunch of candidates, The Potential candidates should be eligible, knowledgeable with the ability to take responsibility for meeting the organization's goals.

Vacancy Identification: The first selection process is identifying the vacant Positions. The process starts with submission of the application to the HR Department from different departments of the company which contains-

1. Total Number of positons need to be filled
2. Qualification and required job experience for the post
3. Duties and Responsibilities

After the finding of vacant positions, the recruitment manager is mainly in charge to determine whether if the vacant position is necessary to be filled or not, it is permanent or casual, full-time or part-time, etc. Before the whole process of hiring begins, certain criteria need to be assessed. Proper Filtration, preparation and follow up assessment make the process Transparent

Job analysis: Job analysis help to identify the requirements of a job and what K.S.A's applicant need to have for successful output of a job. The objective of job analysis is to develop job related procedures for example, recruitment, preparation, payment and performance appraisal. The two component of job analysis are job descriptions and job specifications.

Job description: The job description provides information on overall nature of job roles, tasks and the Placement of the job in the organization.

Job description is created for following things,

- Category and Designation of jobs
- Assigning and placement of new resources
- Performance wise Promotions or Yearly promotion
- Describing the opportunity of career growth
- Future development

Job Specification: Job Specification more specifically the knowledge, Skill and Abilities which are needed to perform the job. For example, these are the requirement for a job: -

1. Qualification
2. Work experience
3. Training and certifications

4. Soft skills
5. Computer literacy

Job Evaluation: The main purpose of the job evaluation is deciding which position demands how much money and other allowances. In MGI, several approaches are used in job assessment, such as Job rating, Job description, Ranking, etc.

Searching the Potential Candidates: Meghna Group of industries use two steps for their searching process of Right Candidate. The follow up of recruitment strategy is done through these steps and these leads to get the right candidate for right position

The two steps are-

- Source Activation: The line Manager of MGI Recruitment team cross check and confirm the number of vacancies in every department. after the confirmation the search for candidate starts
- Selling: Recruiters post about the vacancies in largest online job portals which are selected by MGI. Through online portals job seekers get the vacancy posts

Searching sources Divided into two categories:

- Internal
- External

Recruitment from Internal sources are not practiced in MGI but for emergency recruitment basis employee are transferred to other department with new designation or same. On the other hand, external sources play main role for recruitment in MGI. Job Portals, Career Fair, Newspaper are the places for searching for good candidates.

Shortlisting: Shortlisting is the way of filtering applicant's applications for the next process of selection. It is an important part of the recruitment and selection process. This process exclude unqualified or unnecessary candidates obtained by sourcing.

Reviewing of Resumes and Cover Letters: The second step in shortlisting applicants is to conduct an over phone or video interviews. Two outcome of this process. Are

- This helps to check if candidates are willing and eligible
- Best way to measure candidate's personality, the ability to answer question in interviews and communication skills

Identifying Potential candidates: The resumes of potential candidates are shortlisted in this process, which makes a choice easier for the hiring the best candidate among tops. There are three consequences to this process: -

- Shortlisting 5-10 potential candidate's resume
- Providing hiring manager with observations and insights
- Selecting the best Candidates

Assessment and Control: Assessment and control is the final stage in the recruitment and selection process. It tests the efficiency and dependability of the process and methods.

3.3 Organizational development(OD)

Organizational Development is core section of HR department in MGI. An effective organization always focus to improvisation and implementing those. Organization Development focus in the Development of whole MGI, Organizational development work on development developing each and every areas of the organizations. Organizational Development works on the policy making, training and development or employee development

program, implementation of new strategy. Developing Organizational Culture and organizational behavior. OD is based on 6 core components. which are: -

1. Problem Diagnostic
2. Feedback and Assessment
3. Planning
4. Intervention and implementation
5. Evaluation and success

1. Problem Diagnostic: Development of organization begins with recognizing the problem and when the problem arise organization need to take some necessary steps for example, build a policy that can mitigate the problem. organizational development takes necessary steps before any problem arise, this is called problem diagnosis. Before any problem occurs the development team survey to know the core reason that can arise the problem and what is the best way to mitigate any organizational difficulties or problem.

2. Feedback and Assessment: Feedback and assessment is more like a Focus Group session which involves proper investigation of identified problems. If there is any problems or challenges at hand it will discussed into the meeting between the head of HR and OD Team. it can be a problem with recruitment problems or maybe the organizational gap that has been affecting employees. The head of HR and the OD team conduct meeting to bring up those problems and the best ways to mitigate the problems by taking feedback and proper assessments.

3. Planning: When the challenges are defined There needs Proper planning to mitigate the challenges and it needs a pilot project to develop. The Project is the layout of overall process

for the measures and betterment. The measures include training, seminar, workshop team building activities, shuffling team.

4. Intervention and implementation: Sometimes on going plan need to change because of the better result. For example, shuffling team maybe better initiative but it can decrease performance of employee slower. So plan need to be changed for better result of the plan

5. Evaluation and Success: The Outcome of new changes go through the evaluation process to see is it positively affecting the organization or not. For example, a new fringe benefit program for employee is introduced and it is costly as it targets the huge employee but the minimum target not reached in time so the whole benefit program become loss for company. OD team do feasible study to make every strategic plan successful to create the positive impression in the organization.

Some Activities of OD in Picture

Training Programs



Job Fair



HR Boot Camp



3.4 Payroll / Compensation Management

One of the core values of MGI is Keeping Promises. MGI believe in the satisfaction of its employee that is why company provide the salary in the first day of the month. MGI keep the promises to employee and provide the salary and benefit in time. There is Payroll/Compensation management team who are responsible to provide salary in time. The CM team do the Wage and salary administration, Remuneration and concerned with the implementation of increment and whole compensation package.

Objective of Compensation management in MGI:

1. Qualified Personnel Acquisition
2. Employee Retention
3. Equity management
4. Reward on performance
5. Cost to control
6. Cost on legal Regulations
7. Increasing efficiency of Administration
8. Compensation on first day of the month
9. Motivating the employee

3.5 HR Service

HR service team is most versatile team in this organization. They work on employee improvement initiatives and execute. Most importantly they work on Provident fund. They have confidential file of employee and they work on it to understand which employee need extra support and benefit for their efficiency. They organize employee engagement program to create good relation between employees. For example, Employee birthday program, best employee of the year program and annual picnic program.

3.6 Why HR Plays important role in MGI

HR is more than just recruiting, firing and evaluations. This covers all aspects of people management, teamwork, and is key to building a positive culture. HR strengthens the company's bottom line by understanding that human capital impacts performance in the

company. Leaders with HR expertise participate in company decision-making. As HR of MGI covers all business units it is very tough to make decisions. When MGI HR expertise attend is decision making the shows the dashboards of existing recruitment and forecasts based on business need for future for potential workplace requirements. HR in MGI is responsible for implementing strategies that concentrating on recruiting and retaining top employees as well as supervising projects which are promoting productivity across the company. HR monitor a company's overall finances, key components of the performance of an organization in meeting its goals. Most important roles of HR in MGI are **Talent Acquisition, Cost and Quality control** and **Compliance management**.

Talent Acquisition: As this group of companies is heavily relying on Manpower it needs proper talent in proper place, currently in about 55 Factories MGI has about 30,000 Manpower. Company rely on fittest and competent person. HR takes the huge load to recruit target number of people in given time with proper filtering process. Each and every recruitment affect the overall performance of company as it is production based and hugely rely on manpower.

Compliance Management: HR managers oversee a company's industrial affairs and dispute resolution activities. Their job is much important that ensure that the company is comfortable with the current pay, labor and equal opportunity currently meet as per government regulations. minimize conflicts occur between companies and their workers.

Quality & Cost Control: HR of MGI help businesses keep costs away when designing compensation packages, providing resources and workplace welfare programs. Furthermore, technological advances intensify the need for highly developed training programs to be introduced by HR members.

Chapter 4

4. Survey

As part of completion of my report I decided to do a survey on the employee satisfaction of Meghna group of industries.

Survey Name: Employee Satisfaction Survey

Sample Size: 90

Department Covered: HR, Admin, FMCG Division

Source of Primary Data: Top level Manager, Managers, Executives, MTO

4.1 Questionnaire

Questionnaires

Demographics

A. My Age-

25>30 Years 31>35 Years 36>40 Years 41>50 Years 50+ and Above

B. Marital Status

Single Married

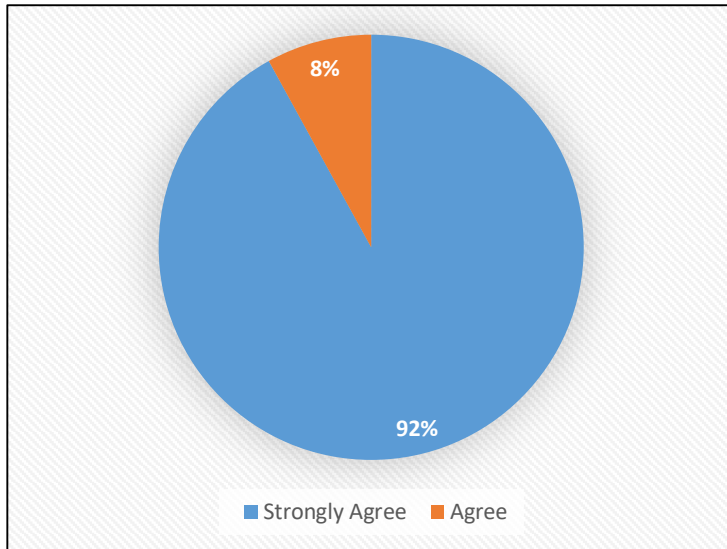
C. Employee Satisfaction Survey Form:

| Statement | Rating | | | | |
|--|-------------------|----------|---------|-------|----------------|
| | Strongly Disagree | Disagree | Neutral | Agree | Strongly Agree |
| | 1 | 2 | 3 | 4 | 5 |
| 1.MGI is perfect place to start a good career. | | | | | |
| 2.Employees Practices MGI core values in the workplace. | | | | | |
| 3.MGI Building capable manpower for its rapid growth. | | | | | |
| 4.Management gives importance to training and development of employee. | | | | | |
| 5.Training and Development supports personal goal and business goal. | | | | | |
| 6.HR Follows proper strategy and planning before recruitment and selection | | | | | |
| 7.Top to bottom level employees are keen to learn & change the organization. | | | | | |
| 8.Employees are timely compensated and rewarded increment with other benefits. | | | | | |
| 9.Employees are given good facilities for their security & work life balance. | | | | | |
| 10.Overall, I am satisfied with my financial benefits. | | | | | |
| Total | | | | | |

4.2 Survey Results

***80 % participants of this survey are male and 20% female**

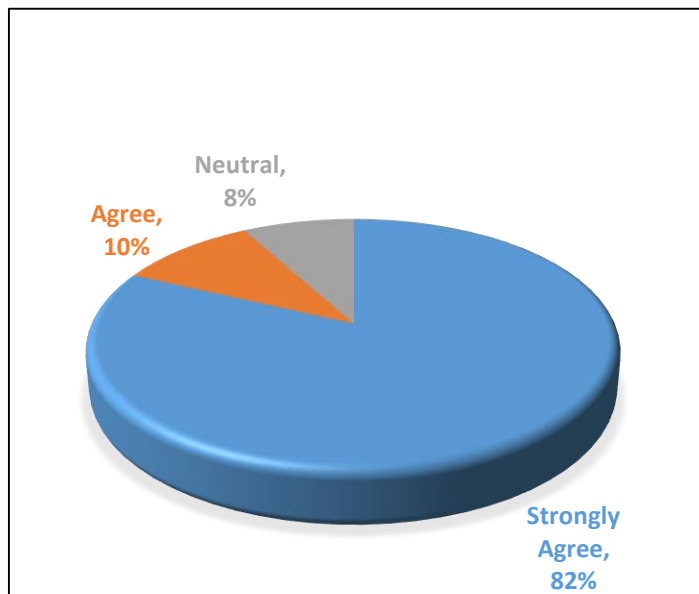
1.MGI is perfect place to start a good career



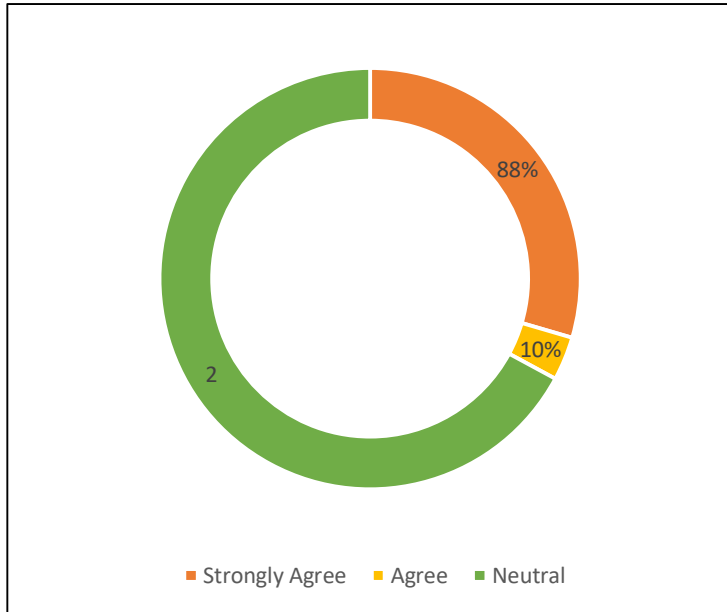
- 92% employee thinks & strongly agrees MGI is perfect place to start a good career.
- 8% agrees

2.Employees Practices MGI core values in the workplace

- 82% employee thinks & strongly agrees employee practices MGI core Values rest of them agrees and feel neutral about it



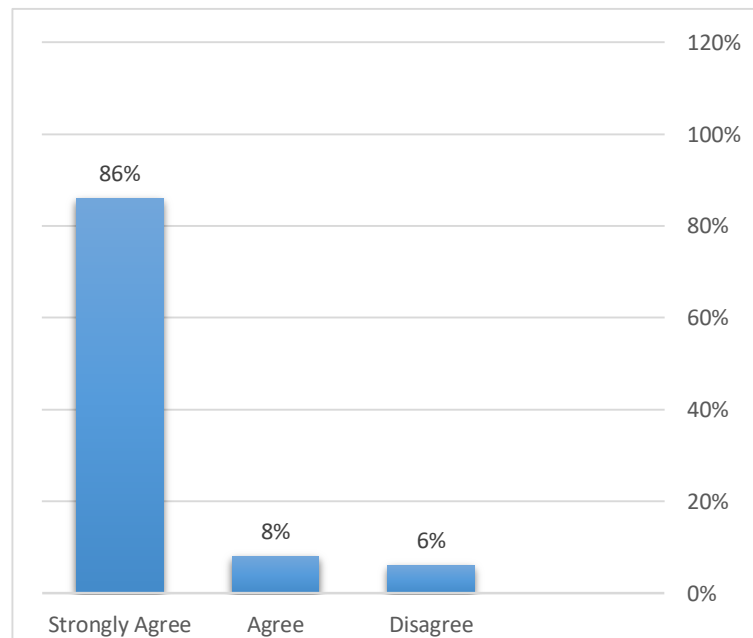
3.MGI Building capable manpower for its rapid growth



- 88% employee thinks & strongly agrees that MGI is building capable manpower for its rapid growth others also agree and neutral about it

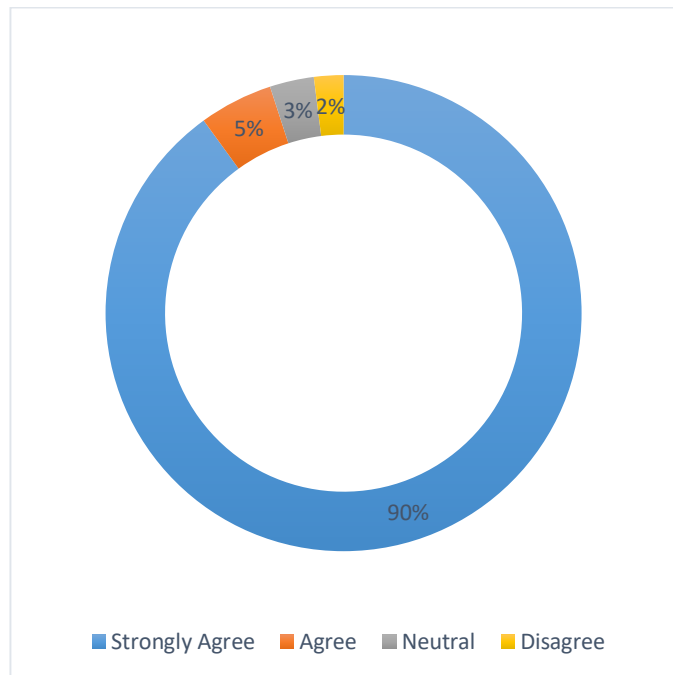
4.Management gives importance to training and development of employee

- 86% employee strongly agrees that MGI gives priority to training and development to its employee
- 6% people disagree

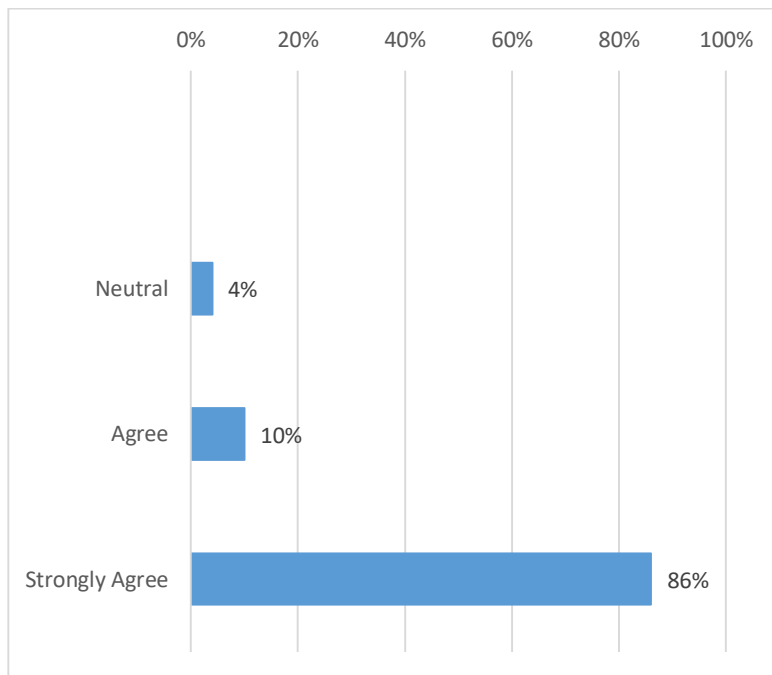


5. Training and Development supports personal goal and business goal

- 90% employee strongly agrees that training and development supports personal goal and business goal
- Only 2% Disagrees

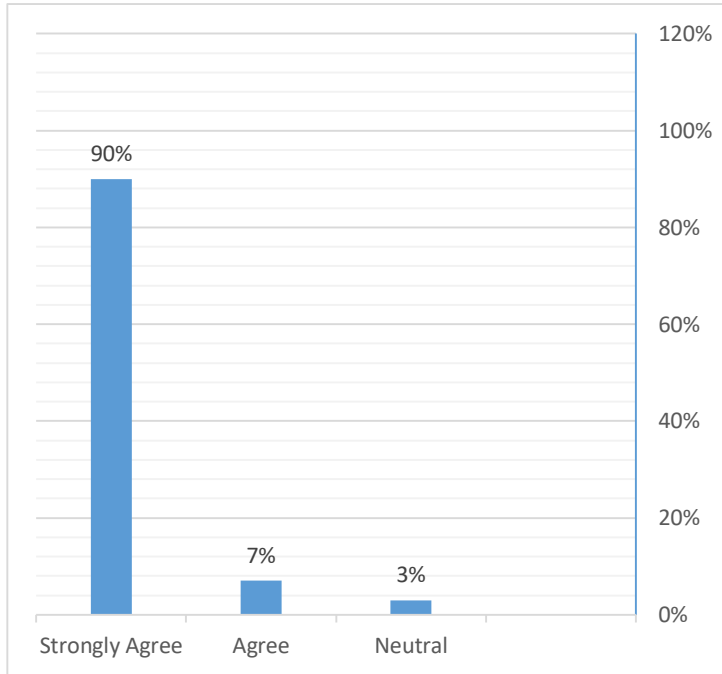


6..HR Follows proper strategy and planning before recruitment and selection



- 86% employee strongly agrees that MGI follows proper strategy and planning before recruitment and selection

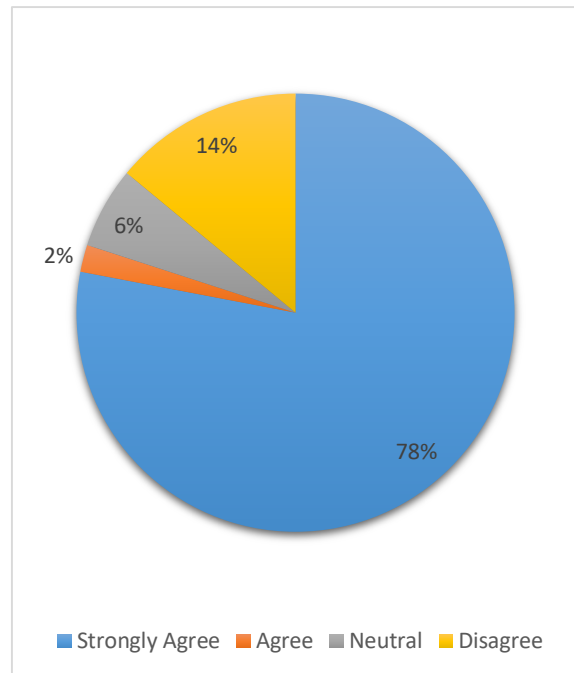
7. Top to bottom level employees are keen to learn & change the organization.



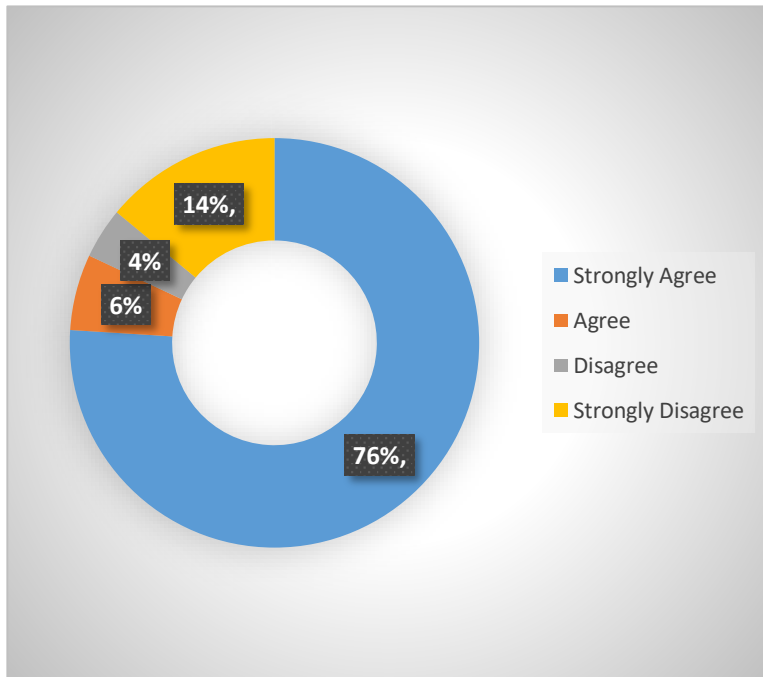
- 90% employee strongly agrees that top to bottom level employees are keen to learn & change the organization.

8. Employees are timely compensated and rewarded increment with other benefits.

- 78 % employee strongly agrees that employees are timely compensated and rewarded increment with other benefits.
- 14% Disagrees about it



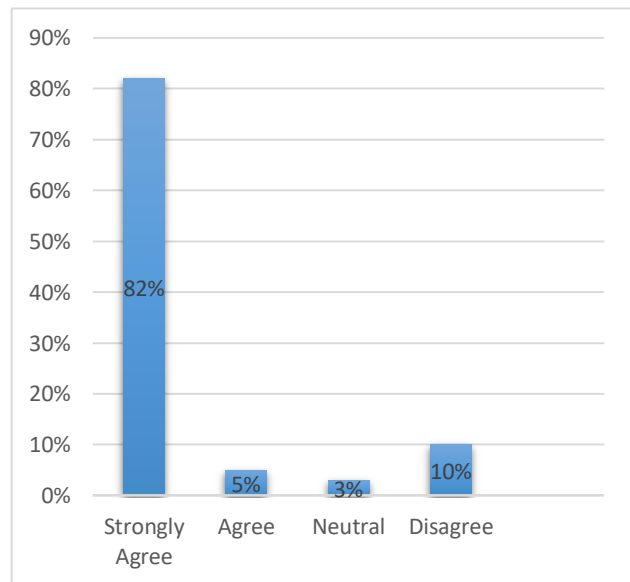
9. Employees are given good facilities for their security & work life balance.



- 76 % Employees are given good facilities for their security & work life balance
- 14% Strongly Disagrees about it

10. Overall, I am satisfied with my financial benefits.

- 82 % Employees are confessed that they are satisfied about the financial benefit they are given.
- On the other hand, 10 % disagrees about it



This survey is conducted to find the satisfaction level of employees. Most of the employees are satisfied with their job and workplace. Though a certain amount of people are dissatisfied with financial benefit but it's found out they are holding the entry level position which comparatively low wage but MGI Provide job security and in time salary which is appreciable. Most importantly it is good place to start career and learn corporate culture.

4.3 Recommendation

The HR of MGI does tremendous job to make a well-organized culture in the workplace. HR contribute in every section like Policy making, facilitating employee, Ensuring Work Life Balancing, Talent acquisition, Talent placement. HR is much pressurized for the Continuous growth and introduction of new industries. Sometime it become too tough for HR to contribute in every requirement. Though The HR team is organized but not big enough and this is the reason sometimes HR loose its track. Based on the Survey few recommendations are given below:

1. Need bigger recruitment team for Talent Acquisition.
2. Every industry need its own HR team.
3. Process of work need to be more digitalized.
4. Need proper manpower planning
5. More fringe Benefits should be given
6. Job Rotation of employee
7. To avoid turnover rate HR need to be concerned more about employee satisfaction
8. Thoughts and Idea sharing platform is mandatory

Conclusion:

Meghna Group of Industries is one of the largest conglomerate with about 30,000 employees. Each and every employee is contributing for growth of the company and HR is always trying to place the best manpower for continuous growth of the company. HR take the whole responsibility of other employees, supervise the performance and Implement strategy to build sustainable manpower. The workplace is dynamic and best for entry level position to start a great career. After completing the 12 weeks of internship program I have learned so much thing and have the little idea how a big conglomerate works. Meghna group of industries is good example as a local company which is successful to build trust with their product. It is proven that in every one of three house hold **fresh's** product is available. If MGI can keep its progress with introduction of advance technology it will become top company of the world.

Reference

1. Hasan, R. (n.d.). Recruitment and Selection Processes of Meghna Group of Industries.
Retrieved from-
“http://dspace.bracu.ac.bd/xmlui/bitstream/handle/10361/12173/14204028_BBA.pdf?sequence=1&isAllowed=y”
2. Retrieved from <https://www.meghnagroup.biz/meghna-group-mission.php>

Appendix.



PRODUCTS & SERVICES

- > Sugar
- > Seeds Crushing
- > Edible Oil
- > Cement
- > Flour & Lentils
- > Chemical
- > Milk
- > Salt
- > Beverage
- > Tea
- > Spices
- > Paper
- > Tissue
- > Poultry & Fish Feed

Products & Services



Meghna Group of Industries is a consumer focused company and has set a new standard since its emergence.

The brand name Fresh, under which most of MGI's products are available in the market, promises to the consumers purity, quality, trust & freshness at all times.

Meghna Group of Industries has few other brands in its portfolio- Pure, Super Pure, Golap & No.1.

Rewards



Credential & Awards Obtained by MEGHNA GROUP OF INDUSTRIES