

Report On
Recruitment & Selection Process Dream Rose Builders.

By

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

BRAC Business School
Brac University
September 2025

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Declaration

It is hereby declared that

1. The internship report submitted is my/our 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.

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Letter of Transmittal

19 September, 2025

Dr. Syed Mahbubur Rahman

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Bangladesh

Subject: Submission of Internship Report

Dear Sir,

With due respect and great pleasure, I am submitting my internship report on the chosen topic **“The Recruitment and Selection Process of Dream Rose Builders.”**. The 3 (three) months internship program was a great experience as it gave me wide exposure to the professional environment.

I tried my best to follow the guidelines while preparing the report. This internship program was a great opportunity to get hand-on experience.

I would be happy to answer any queries on the report. Any criticism of the report is welcomed as it is a way of improving oneself.

Sincerely yours,

Sheikh Mohaimin Ali

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BRAC Business School

BRAC University

Non-Disclosure Agreement

This agreement is made and entered into by and between Dream Rose Builders and the undersigned student at BRAC University.

Sheikh Mohaimin Ali

ID: 21104125

Acknowledgement

The success behind the completion of this report is because of the contributions from many people who have given their time and shared their thoughts to improve the report. At first, I would like to express my deepest gratitude to the Almighty Allah for giving me the patience and strength to complete the report within the scheduled time.

I would like to thank my supervisor, Dr. Syed Mahbubur Rahman, Professor of BRAC Business School for his guidance and support that helped me to complete the report.

Also, I would like to thank the members of Dream Rose Builders, Sheikh Mohammad Ali (Director and Head of HR & Admin), Md. Fahim Ishtiaque (Assistant Manager, HR & Admin) and Md. Abu Saleh (Senior Executive, HR & Admin) for giving their valuable time and providing the needed information for completion of this report.

Without the help of all the mentioned people it would not have been possible to complete this report.

Executive Summary

This internship report is based on the 3 (three) month internship program which I was able to complete successfully at Dream Rose Builders under HR and Admin Division (Recruitment and Selection Team) from 01 August, 2025 to 31 October, 2025 as a requirement for my Bachelor's degree in business administration at BRAC University.

Dream Rose Builders is a real estate company which established in 2022. The company is in the business of Building Apartments and other commercial housing projects.

The objective of the report was to identify how the learned theories and concepts during the BBA program is practiced in the recruitment and selection process at a real estate company of Bangladesh like the Dream Rose Builders.

For preparing the report, both primary and secondary data were used. The source of primary data was my day to day observation and the tasks I carried out during my 3 (three) month internship program. The source of the secondary data was the other employees working in the organization, the Employee Handbook, the company website and any other relevant accessible company documents.

Dream Rose Builders is one of the emerging and aspiring real estate companies of Bangladesh. Their HR practices have helped them to achieve their goals. The purpose of this report was to find how the recruitment and selection is done by the HR and Admin division. In the report, some recommendations were also provided to improve the existing process.

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Acronyms

HRIS – Human Resource Information System

REHAB – Real Estate and Housing Association of Bangladesh

RAJUK – Rajdhani Unnayan Kartripakkha

Practices HR – Human Resource

CSR – Corporate Social Responsibility

Chapter 1: Overview of Internship

1.1 Student Information

This internship report has been done by I, Sheikh Mohaimin Ali with the student ID 21104125 majoring in Human Resource Management as part of the BBA program at Dream Rose Builders.

1.2 Internship Information

Dream Rose Builders has a lot of focus on its people and how it contributes to their development. As a small and upcoming real estate company it has the belief that its employees are its core to success and future growth of the company. The company aims to give advice, experience, and exposure to its staff, which with limited resources is expected to equip them with more tasks in future.

As I was lucky to work with Dream Rose Builders as an intern in a 3 months period, 1st August 2025 to 31st October 2025. I did my internship in the Recruitment and Selection department, which is mainly located in the corporate office of the company in Islampur, Dhaka. The organizational supervisor in this case, who was my supervisor, was Sheikh Mohammad Ali, one of the directors of the company and the head of the Human Recourse Department and Recruitment and Selection division. Throughout my internship, he gave me constant guidance, mentorship and encouragement, which enabled me to acquire valuable experience of how an HR and recruitment process of a small but emerging real estate company would operate.

1.3 Responsibilities as an intern:

In the process of fulfilling my BBA program requirement, I was enlisted as an intern in the Dream Rose Builders, HR and Administration department, where I helped in the recruiting and selection process.

As it is a small and new family-run company, with less than 50 employees, the HR is small, and the operations are rather informal. It implied that I could work on a range of projects not related to the recruitment process, which allowed me to learn more about HR and the functioning of the company.

My introduction to Sheikh Mohammad Ali, one of the directors and the head of HR, was made on my first day, thus my duties were explained. I also met with other personnel in the HR and Administration section such as the assistant who handles the day-to-day recruitment duties.

The following were the recruitment and selection related activities that I performed during my internship:

Receiving and Processing Applications: I got applications through various sources which included email, direct application and internal referrals. I sorted them out according to position sought and experience.

Screening Candidates: I also helped in screening candidates to guarantee that they satisfied the minimum requirements of the job including experience, education and familiarity with the area and present viable candidates to the HR head or project managers to make final assessment.

Interview Organization: I assisted in scheduling interviews with the candidates and assigning interview schedules, scheduling with the applicants, and ensuring that the project managers and directors were available during the interviews.

Candidate Records: I stored both physical and electronic records of applicants, their resume, application form, and other notes of the interview. A significant part of this record keeping was done in Excel sheets and simple filing systems since the company lacks a fully developed HRIS.

Helping with Interviews: I went to interviews to make notes and offer assistance in the process of interviewing and appraising candidates. In cases such as site assistants, junior office staff and interns, I assisted in making short skills tests or portfolio reviews.

Onboarding Support: After the selection of the candidates, I was also involved in preparing joining documents, capturing their details and orienting them on the company regulations and work environment.

General HR Support: I also aided in minor activities like photocopying of required documents, office ID card preparation and general administrative support to the HR group, which gave me an experience on how a small real estate firm operates in terms of the human resource side.

In general, my internship was a practical experience of the functioning of a small family-owned company, in terms of recruitment and personnel management, with the emphasis on flexibility,

personal contacts, and multitasking, as opposed to formalized recruitment and employee management of large corporations.

1.4 My Contribution to the Company

My contribution to the company as an intern I believe was crucial. Because every document I prepared played a vital role in the recruitment and selection process. Without those documents, I do not think it would have been possible for the recruitment and selection process to go on. Also, the role I played had very small room for error. Because all the information in the document had to be inputted correctly. I tried my best to make sure that those documents were prepared on time. I tried my best to make the recruitment and selection process go on smoothly. Completing a resume of new recruited candidate by attaching the required document was very important. Missing one document was not an option. So, I would say my main contribution was to make the recruitment and selection process go smoothly.

1.5 Benefits from the Internship Program

In my time of internship at Dream Rose Builders, I was able to acquire a number of practical skills and experiences that would come in handy in my professional life. The most important advantages can be enumerated as follows:

Time Management: Since I was working in a small and emerging company, there was a tendency to multitask and complete various tasks at the same time: helping to recruit new staff or various administrative and HR duties. This made me lay more emphasis and set timelines to accomplish my work in time. I also had notes and checklists to track the work done and that enhanced my time management skills, which will be helpful in any work environment.

Communication Skills: There was a lot of communication with the directors, HR staff, project managers, and job applicants in the course of the internship. Co-ordinating interviews, interview queries that I got and small recruitment events I had to attend helped to boost my confidence and clearly and professionally communicate.

Stress Management: As the company is small, the HR operations are direct and even hectic at times, particularly when the screening candidates overlapped with the preparation of onboarding documents. This experience helped me to know how to remain calm even when under pressure, how to handle stress and focus when doing a job.

Teamwork: Since the HR and Admin team I worked in was small, I discovered the value of cooperation and support. All the members of the department are in close co-operation and I understood that work is done more efficiently when the team members coordinate and help each other. This has enhanced my skills in cooperating with other workers in a work setting.

All in all, the Dream Rose Builders internship experience has exposed me to a practical aspect of the HR processes in a small company that is still emerging, as well as helped me develop organizational, communication, stress-handling, and teamwork skills.

1.6 Problems faced during the Internship

Despite the fact that I had a good experience during my internship at Dream Rose Builders, there are several challenges that I encountered:

Restricted Workforce: The HR and recruitment department is highly restricted in the number of workforce because this is a small and emerging company. This occasionally made day to day operations to be hectic and it added more work load to me. I was required to deal with numerous tasks at the same time, which would be stressful at times.

Minimal Training Period: I had to participate in the recruitment and selection process immediately when I joined the company. The only orientation I had was a short 3–4 day session with other interns which contributed to my initial mistakes and had to work harder to adapt and learn.

Poor Pay: The allowance accorded to me during the internship was not high given the scope of job I was to carry out. Although the company was offering a fully subsidized lunch, the low financial reward was at times a little demotivating.

Sometimes Overtime: The office working hours were between 9 AM and 6 PM, which I handled adequately. But sometimes I had to work late to finish some urgent assignments or help during the recruitment procedures. This at times contributed to the job load and put more pressure.

In spite of all these difficulties, the internship was an extremely educative experience that taught me how to adapt fast, how to handle many tasks, and how to work effectively in stressful situations.

1.7 Recommendations on Future Internships

According to the opportunities of the internship, I would propose the following changes to be made so that the program might be easier and more productive to the success of future interns:

- **Minimize the Over-reliance on Interns:** The recruitment and selection department presently depends on interns to carry out the day-to-day activities. This may impose undue pressure on interns because they are assigned duties that are vital in the operations of the company. It would be advisable that the company should employ at least one full-time employee to manage the basic activities with the interns supporting him/her and learning without getting overwhelmed.
- **Prolonged Adjustment Period:** Interns are usually required to get accustomed within a very short period, which is not always easy in terms of the mentality. It will help to give new interns at least 10-14 days to get adjusted to the processes, to get used to the working environment, and smoothly adjust to their duties.
- **Increase Remuneration:** Although the company gives fully subsidized lunch, the stipend is quite minimal compared to the work undertaken by interns. The remuneration would motivate the interns besides indicating that the company values their input and effort.

These recommendations may greatly enhance the internship experience and make it more productive and rewarding to those who may join in future.

Chapter 2: Organization Part

2.1 Introduction

The Bangladesh real estate industry is established on the concept of modern technology, investment and urban development. This industry has constantly been transforming and developing. This segment of Bangladesh has gone through numerous obstacles in the past 4 decades. Today, it is considered to be one of the emerging real estate places in the area. The Real Estate and Housing Association of Bangladesh (REHAB) and Rajdhani Unnayan Kartripakkha (RAJUK) say that there are approximately 1,200 licensed real estate developers working in Bangladesh among the thousands who are free-lance in the housing and construction industry. The housing demand in the urban regions and more so in Dhaka and Chattogram can be fulfilled by these companies in high percentages. Nevertheless, there is still no unfulfilled need in housing affordable housing and smart urban planning, which will only be achieved with the help of additional initiatives.

Among all real estate developments in Bangladesh, the residential apartments and housing comprise a huge part, with the rest of the share taken by commercial spaces, industrial infrastructure, and the mixed-use developments. REHAB and RAJUK state that the industry has thousands of registered running housing projects, and there are commercial project approvals of complexes, gated communities, and satellite towns.

The property market of Bangladesh has been demonstrating a promising development in the last couple of years in the local market. Government regulations and policies are protecting this industry and limiting unplanned construction and promoting the systematic work of registered companies.

The industry has been rated as one of the leading earners of the economy of the country based on revenue, registration fees, and other related taxes.

In addition to that, it also plays a significant role in giving employment to architects, engineers, construction workers and support service providers.

As the real estate industry has been promising and is projected to rise to a multi-billion-dollar industry in the coming years; the industry gurus state that the real estate industry in Bangladesh can become a multi-billion-dollar industry in the near future as it is expected that the local companies will invest heavily as they look to expand further into sustainable and modern houses. The local real estate firms are also striving to take a considerable portion of the housing market especially in the establishment of smart houses, environmentally-friendly constructions, and middle-class apartments. Certain firms are already being acknowledged as having high level designs and quality. The local firms can now provide such projects as gated communities, luxury apartments, shopping malls and factory parks, and environmentally-friendly office complexes. The country has already developed high-rise apartments, commercial complexes, and modern infrastructure through the installed constructions facilities and technologies. Nevertheless, it needs further growth and development to capture larger portion of the real estate development prospects in Bangladesh.

2.2 Top Real Estate Companies of Bangladesh

Bangladesh real-estate industry has been expanding at an alarming rate due to increasing urbanization, emerging new technologies in construction and the large township and mixed-use developments. The high-end market is reflected by the scale and current momentum of the luxury flat transactions in Dhaka: in 2023 (registration data), the volume of transactions had topped approximately Tk 21,000 crore.

A lot of major developers are private conglomerates or firms and therefore audited, company-level revenue/profit numbers of FY2023-24 are frequently not released publicly. Nevertheless, a couple of confirmed facts and reliable reports in the industry allow determining the market leaders and their size. High-profile companies are Bashundhara Group (real-estate division), Sheltech (Pvt.) Ltd., Concord Group, Building Technology and Ideas (BTI), Eastern Housing Ltd. (EHL), Rangs Properties, and Navana (real-estate enterprises) and other massive developers.

Chosen confirmed / best-available facts 2023-24.

Luxury flat dealings (Dhaka) Registered dealings Tk 21,000 crore (2023). This depicts the size of the market in the high-end segments.

Bashundhara Group (group turnover) - Group import-export turnover disclosed about USD 1.12 billion (BDT 111.4 billion) of FY 2022-23, the real-estate segment is a significant but not independently disclosed component of the group.

Eastern Housing Limited (listed, audited) -- Company publishes quarterly statements; the quarterly reports of Eastern Housing contain half-year figures (Jul-Dec 2023) which are posted on the investor pages of the company.

Sheltech (Pvt.) Ltd. -- The company has delivered thousands of units in the past, and in 2024 was handed over 8 projects (~300 apartments/commercial units), with no publicly disclosed revenue/profit of FY2023-24.

Concord, BTI, Rangs, Navana - Each one of them is well-established and has significant pipelines of projects, although consolidated FY2023-24 revenue/profit are not typically published in one public source on the real-estate divisions. There are (Some group/ affiliate financials; consolidated breakdowns are limited).

2.3 About Dream Rose Builders

Dream Rose Builders is a small and up-and-coming real estate company in Bangladesh having its head office at Islampur, Dhaka, a secondary office at Old Paltan, Dhaka and a site office at Gandaria, Dhaka. The company started with a real estate project that was started by one of its directors, Sheikh Mohammad Ali, but without any partners. Slowly, other people began to do similar projects and in 2021 these attempts combined to officially constitute Dream Rose Builders.

Despite being a relatively new firm with a workforce of less than 50 employees, Dream Rose Builders has been able to establish a reputation of providing quality residential projects. The company has so far been able to deliver 5 projects successfully, 3 others are on construction and another 7 projects are scheduled in the near future.

The company specializes in the development of properties mainly in Gandaria and other portions in Old Dhaka, taking advantage of the fact that the directors are well versed in the area, and they already have a good reputation there. This will put Dream Rose Builders at a higher position in terms of being able to develop the right lands, reach the clients and be trusted in the local market. The company has a dedicated and skilled workforce, and its objective is to increase its operations, develop its workforce, and one day become a competitor to the big real estate developers in Dhaka.

2.4 Vision, Mission and Core Values Company.

Vision:

A vision is the long term desire of an organization and it defines where a company wants to be in future. It gives it a direction and clarity to grow. Dream Rose Builders envisages:

To become a reputed and top real estate developer in Bangladesh by developing modern, reliable and sustainable living spaces that can accommodate future generations.

Mission:

Mission is an indication of the objective of a firm and how a firm wants to serve its clients. The mission statement of Dream Rose Builders is to make quality housing solutions available at reasonable cost and remain transparent, professional and creative. The company aims at meeting deadlines in project completion, maintaining customer satisfaction and contributing to the growth of the community. Another important value that Dream Rose Builders possesses is the trust of its clients, employees, and partners and aims to build long-term relationships founded on reliability and integrity.

Core Values:

Core values are the statements that describe the principles that determine the actions and decisions of a company. Dream Rose Builders is established on the following core values:

- **Customer Focus** - knowing and satisfying the needs of the clients.
- **Integrity & Transparency** - tell the truth and be responsible in all actions.
- **Quality promise** - a promise of safe, modern and durable construction.
- **Teamwork and Collaboration** - collaboration with employees, partners and clients.
- **Innovation & Sustainability** - embracing the new ways with a conscious attitude towards the environment.
- **Community Engagement** - giving back to the society and enhancing local lifestyles.

2.5 Projects of the Company

Despite being a relatively new company in the real estate industry, Dream Rose Builders has already completed 5 projects, 3 of which are being built and 4 more planned to be built. The majority of these developments are at Gandaria and Old Dhaka where the company has good networks, reputation and customer trust. The company currently focuses on residential apartments, although it has plans to slowly extend to the commercial and mixed-use developments in future.

The projects of the company may be divided into the following broad categories:

Residential Apartments:

The main business of Dream Rose Builders is to construct low-cost but modern residential apartments to families within Old Dhaka. These apartments are constructed in a way that assures safety, the buildings are durable and comfortable in terms of living, with the right facilities like lifts, parking area and secure entry systems. The trust of the local customers has already been received by completed projects of Gandaria and its surrounding areas.

Mid-Range Housing:

The company is not only coming up with middle-range housing projects which target the middle income population offering well planned apartments at moderate prices. These projects strike the right balance between inexpensive and quality building alongside the current increase in demand of safe housing in the city.

Future Expansion Plans:

Dream Rose Builders will have an expansion in the prime locations of Dhaka city in the following years with experience of Old Dhaka. Land and joint venture offers on these territories are already discussed, and it may open the opportunities of bigger developments and better brand awareness.

At the present, a small, yet committed group of engineers, architects, and site managers handle all the projects and provide control over quality and even in time. Dream Rose Builders hopes to steadily develop, increase its work portfolio, and be the name in the Bangladesh real estate industry.

2.6 Dream Rose Builders Quality Policy

Dream Rose Builders work on the philosophy of believing that the secret of sustainable success lies in Building Trust through Quality. The company undertakes to ensure that the delivered projects are of the utmost safety, durability and customer satisfaction standards.

To do this, Dream Rose Builders will make sure that any step of the development process, such as land purchase and design, construction and handover is done professionally, transparently, and with attention to detail. To ensure that it offers quality and comfortable living spaces to its customers, the company aims at ensuring that it has maintained a high level of quality control, relied on quality material, and has adhered to the modern construction standards. Timely project completion, efficient use of resources and continuous improvement are also stressed by the company in its processes.

Dream Rose Builders has been committed to driving its image in the real estate industry through customer trust building, improved project portfolio, and consistent growth in sales and profitability.

The company would also like to embrace internationally acclaimed construction standard and certification in the future so as to enhance its excellence determination and emerge as a competitive force in the real estate industry in Bangladesh.

2.7 Dream Rose Builders' Environmental Policy.

Dream Rose Builders is convinced in the principle: Build Responsibly, Protect the Environment. The company is fully aware that long-term success is only achievable by engaging in sustainable development and thus it is dedicated to ensure all the construction works are done in an environmentally friendly way.

The company adheres to the legal and requirement laws and provisions concerning environmental protection. It also does its best to leave as little impact on the environment that its projects may leave by employing the 3R concept (Reduce, Reuse, Recycle) wherever applicable. Dream Rose Builders lays emphasis on responsible use of building material, efficient use of energy and water and effective waste management of the construction in order to avoid pollution. Another goal of the company is to incorporate green building design in the form of better ventilation, natural lighting, and environmentally friendly materials in the development of the buildings to enhance healthy living in the urban areas.

In addition, Dream Rose Builders will endeavor to keep on advancing its Environmental Management Practices so that it can be more sustainable, preserve the local ecosystems and see the growth of its business in the best interest and the community and environment.

2.8 Dream Rose Builders' corporate social responsibility

Dream Rose Builders takes its roles seriously towards its employees, customers, community, and the environment.

The company is of the view that sustainable expansion in business is accompanied with positive impact on the society. This is what is indicated in its mission and core values.

In its CSR, Dream Rose Builders is focused on the development of safe and affordable housing solutions, assistance to local communities in Old Dhaka, and environmentally friendly construction.

The corporation also takes care of the welfare of its employees and their ethical conduct of business such that there are transparency and fairness in any business transactions.

2.9 The Code of Conduct of the Company

Dream Rose Builders has an organized code of conduct that provides the firm with discipline, professionalism, and respect among the various levels of the organization.

The guidelines are aimed at creating a working environment that is productive and that upholds the values of integrity, accountability, and customer-centricity of the company.

Workplace Attire (Dress Code):

The employees are expected to dress in a professional manner that will portray the image of the company in the real estate and construction industry.

Male Employees:

Allowed: Formal shirts (better full-sleeved ones), formal trousers, formal shoes and suits or blazers as required during client meeting. Sweaters and jackets are other seasonal attires which are acceptable.

Banned: Informal printed T-shirts, Panjabi, pajama, sandals, and at working hours.

Female Employees:

Allowed: Saree or official salwar-kameez with dupatta, being modest and professional.

Outlawed: Casual attire which may not conform to the official appearance like jeans, kurtis, sleeveless dresses.

Weekly Casual Day: Employees have the chance to dress in smart casual clothes once in a week, but overly casual clothes (sandals, Panjabi, pajama, etc.) are still limited.

Professional Communication:

Politeness, professional and respect towards all communication with colleagues, supervisors, clients, vendors, and other outside parties should be maintained without informal or slang terms being used in the workplace.

Use of Phones:

One should avoid personal phone calls as much as possible during working hours.

During recess, employees can make their personal calls, though not to distract other employees.

Use of Company Property:

The company assets such as office equipment, vehicles, and tools should be used at work in a responsible manner. It is up to the employees to ensure that they are well used and taken care of.

Computer & IT Systems:

The workers should observe the IT and data security laws of the company and use the systems in a responsible manner without any loss of confidential data.

Personal Belongings:

Employees must take care of their possessions since the company cannot be held accountable to the misplaced or lost personalized objects.

Workplace Conduct:

The company observes a smoke-free atmosphere. The employees who want to smoke should be allowed to do so in designated isolated places.

Workstation Etiquette:

The workers are expected to clean up their workstations, do away with avoidable clutter, and keep sensitive documents locked up when they are not at their workstations.

Deference to Space of Colleague:

Physical or digital access to the desk, files, and computer of another worker should be requested by the employees.

2.10 Board of Directors

Currently the following members are part of the board of directors.

- Mohammad Abdus Sattar Dhali (Chairman)
- Mohammad Nazrul Islam Dhali (Managing Director)
- Sheikh Shawkat Hossain (Director)
- Sheikh Mohammad Ali (Director)
- Sheikh Sadman Amir (Director)
- Sheikh Mahfuz Alam (Director)
- Sheikh Mus'aab Ibn Mahfuz (Director)

2.11 Historical Achievements

2021: Dream Rose Builders formally came into existence when the independent real estate venture of Sheikh Mohammad Ali incorporated other family members and other local developers. The business started as a family business with an aim of offering quality housing solutions in Old Dhaka.

2021-2023: The company focused on the land purchase, planning of the construction, and formation of the company structure. It established offices in Islampur and Old Paltan during this time, and an office site in Gandaria which the center of operations. The directors made use of their own capital and borrowed to fund early initiatives giving the company a very solid base to grow in the future.

2024-2025: Completed 5 residential projects (out of which there are about 120 flats) in Gandaria and Old Dhaka successfully. These deliveries gave the company some credit in the quality and punctuality of delivery and construction. In addition, 3 new projects were opened and are being constructed, which increases the presence of the company in the local market.

2025 (Ongoing/Projected):

- Acquired permission to develop 5 new projects in Old Dhaka and adjacent localities, which reinforced its development pipeline.
- Started hiring new personnel to manage the growing operations, going past the early days when there were less than 50 members of staff.
- Better operation practice through progressive implementation of more organized project management systems and increased safety measures in the construction sites.
- Began to establish business relationships with suppliers and contractors in order to have a more precise cost management and regular quality of materials.
- Enhanced its CSR activities, and in particular:
 - o Coming up with safe and affordable housing solutions to local communities.
 - o Offering help to the Old Dhaka districts, and making sure that projects do not only benefit those who purchase but the environment as well.
 - o Encouraging low impact building requirements, including effective resource utilization and minimization of waste at the site.
 - o To take care of the employees and treat them fairly, in addition to maintaining ethical business practices, which ensures optimism and transparency in all its dealings.
 - o Plans to enter prime locations within Dhaka city, and capitalise on its increasing reputation, family enterprise, and customer loyalty.

Despite the fact that Dream Rose Builders is a relatively new company, these achievements prove that the company is on the correct road of growth. Through quality building, responsible community relations and a keen interest in sustainability and ethics, the company is establishing a path towards long-term expansion and respectability in the Bangladesh real estate industry.

2.12 Leadership Style

Through my three months and one week internship at Dream Rose Builders, I have realized that the leadership style of the organization is a blend of family-based ownership and a democratic leadership style in the day-to-day running of the company. As it is a family-based venture, the strategic direction and most of the investment decisions affecting the organization are made by the board of directors who are all family members. This creates unity of vision and confidence at the highest level.

Simultaneously, the management insists on the involvement and inclusiveness in everyday operations. Regular meetings between the directors, project managers and team leaders are also conducted where the employees are invited to give their opinions, suggestions and comments. The departmental heads also hold consultations with their subordinates hence making them feel to be consulted and respected in the decision-making process.

Such democratic practice in operations encourages creativity, team work and ownership among the employees. Instead of giving unilateral orders, the leadership is concerned with consulting and solving problems collectively. Consequently, this has led to the organization developing a positive and working culture in which decisions are more accepted and supported by the team.

Concisely, although Dream Rose Builders is a family company on the strategic level, its democratic approach in leadership allows the company to realize the power of ideas and contributions of employees, which contributes to the effectiveness of the organization as well as motivation of employees.

2.13 Marketing Practices

Marketing in the real estate industry is not merely about selling its projects but also about building trust and credibility. This is one of the strengths of Dream Rose Builders. The directors of the company are long-term residents of Old Dhaka and Gandaria and have been in the business of real estate investment and development over a long period. They have goodwill in society due to their personal reputation, family relationships and track record in the previous projects. This face value has a great role in customer attraction whereby people know and trust the faces behind the company.

In addition, to this distinct advantage, Dream Rose Builders also serves the residential requirement of both families, professionals and middle-to-high-income groups in Old Dhaka, Gandaria and other semi-urban regions. They attract customers to their apartments, which are affordable, mid-range, and premium, and also, due to their reputation of providing quality projects in a trustworthy manner.

Dream Rose Builders is more of a relationship-based approach rather than mass advertising as far as practices are considered. They rely heavily on:

- Interpersonal networks and referrals in their community networks.
- Direct interactions with clients in terms of project showrooms, visitation, and one-on-one meetings.
- Building of trust in the community through their long-term stay and previous investments in the industry.

In addition to this, the company relies on more traditional tools of marketing, e.g. brochures, banners, and a few newspaper ads to present new projects. They have also adopted the digital platform in the last few years, where they will conduct targeted campaigns on social media, maintain project websites, and interact with potential clients online.

The sales executives and project managers are trained to give the best project information, price and benefits so that the clients get clear and trustworthy information. The integration of personal reputation, traditional marketing, and online outreach has allowed Dream Rose Builders to develop a balanced and reliable marketing approach that helps them have an advantage in the most competitive industry.

2.14 Financial Performance

Financial performance is a metric that determines the efficiency with which a company uses its assets to bring in revenue. In the case of Dream Rose Builders, financial ratios aid in the determination of its financial performance and efficiency.

Since its financial performance is that of a small, yet expanding real estate company, it includes the character of the project-based investments, financing by the owners, buyers, and banks, as well as the slow increase in profitability.

The analysis below is done using estimated figures of 2022-23, 2023-24 and 2024-25 fiscal years.

Note: All the amount are in cores

Current Ratio			
Fiscal Year	Formula	Calculation	Result
2022-23	Total Current Assets ÷	20 ÷ 22	0.91
2023-24	Total Current Liabilities	25.5 ÷ 17.3	1.47

2024-25		$47 \div 25$	1.88
In 2022-23, the ratio stood at less than 1.0 which is a sign that the liabilities were higher than short-term assets during the heavy investment period. The ratio had increased to 1.47 in 2023-24 because the initial project handovers were creating cash inflows. In 2024-25, there was an increase in liquidity to 1.88 which means that Dream Rose Builders had enough current assets to meet its short-term liabilities.			

Note: All the amount are in cores

Quick Ratio			
Fiscal Year	Formula	Calculation	Result
2022-23	(Total Current Assets – Inventories) ÷ Total Current Liabilities	(20 – 10) ÷ 22	0.45
2023-24		(25.5 – 12) ÷ 17.3	0.78
2024-25		(47 – 22) ÷ 25	1.00
The quick ratio indicates scarcity of liquidity in 2022-23 (0.45) with the majority of the assets being held in unsold flats. It improved in 2023-24 (0.78) and improved to a healthy 1.00 2024-25, which indicated improved cash balances and receivables as compared to liabilities.			

Note: All the amount are in cores

Return on Equity			
Fiscal Year	Formula	Calculation	Result
2022-23	Net Profit after Tax ÷ Shareholders' Equity	-2 ÷ 15	-13.3%
2023-24		1.7 ÷ 27.7	7.8%
2024-25		13.3 ÷ 40	33.3%
ROE shows that there is an efficient utilization of funds of shareholders. The growing ROE of the years indicates better profitability and efficient use of equity.			

Note: All the amount are in corers

Net Profit Margin			
Fiscal Year	Formula	Calculation	Result
2022-23	Net Profit after Tax ÷ Revenue	-2 ÷ 5	-40.0%
2023-24		1.7 ÷ 38.5	4.4%
2024-25		13.3 ÷ 109.2	12.2%
The company recorded losses in 2022-23, but in 2023-24, it recorded improved margins of 4.4 percent with handovers commencing. The profit margins grew to 12.2 by 2024-25 which signifies improvement in project implementation and cost management.			

Note: All the amount are in cores

Total Asset Turnover			
Fiscal Year	Formula	Calculation	Result
2022-23	Sales ÷ Total Assets	5÷ 35	0.14
2023-24		38.5 ÷ 54	0.71
2024-25		109.2÷90	1.21
The asset turnover was low as it was 0.14 in 2022-23 because of the low revenue. It has increased substantially to 0.71 in 2023-24 and to 1.21 in 2024-25 and indicates that the company is realizing more revenues out of taka of assets used.			

Note: All the amount are in cores

Equity Multiplier			
Fiscal Year	Formula	Calculation	Result
2022-23	Total Assets ÷ Shareholders' Equity	35 ÷ 15	2.33
2023-24		54 ÷ 21.7	2.49
2024-25		90 ÷ 40	2.25
The equity multiplier has moderate dependence on the debt financing. It somewhat rose in 2023-24 with loans contributing to project growth but in 2024-25 it rose to 2.25 indicating an even better growth in equity compared to assets.			

Note: All the amount are in cores

Return on Equity (DuPont)			
Fiscal Year	Formula	Calculation	Result
2022-23	Net Profit Margin × Total Asset Turnover × Equity Multiplier	$-40\% \times 0.14 \times 2.33$	-13.3%
2023-24		$4.4\% \times 0.71 \times 2.49$	7.8%
2024-25		$12.2\% \times 1.21 \times 2.25$	33.3%
The DuPont Analysis shows the firm's change. The drop in 2022-23 was due to bad edges & less sales. In 2023-24, okay gains & more sales led to good ROE. By 2024-25, high edges, good use of stuff, & firm use of debt made a good 33.3% ROE.			

The financial performance of Dream Rose Builders reflects a steady and promising growth trend over the period of the last three years. During 2022–23, the company was in the initial phase of investments, and the big push was towards land acquisition, project formulation, and construction activities. As is typical for this period, realization of revenue was slow, and the company suffered operating losses due to heavy initial costs. In 2023–24, the firm began to implement its first projects and achieved modest revenue and profit. This was the turnaround year with improving cash flows and liquidity as handovers to customers were started. By 2024–25, Dream Rose Builders experienced phenomenal growth with significant project completions resulting in robust revenue growth and outstanding net profit. Financial ratios throughout this timeframe reflected healthier margins, effective cost control, and better leverage management. Together, these outcomes illustrate the company's evolution from a risky startup status to one of operating stability and profitability, making Dream Rose Builders a viable and competitive player in Dhaka's real estate sector.

2.15 Information System

Dream Rose Builders has a simple in-house information system that is used to facilitate the HR and administrative functions. Although the system is not as sophisticated as the ones which are employed by bigger real estate companies, the system serves an essential purpose in managing the data on employees and recruitment processes in an efficient manner.

In the recruitment and selection process, the system assists in storing the data of the candidates, monitoring the evaluation outcomes, and the records of the shortlisted candidates. Also when the onboarding is in question the system is utilized to manipulate appointment letters, employment documentation or any other records that are relevant. Such centralization helps the HR team to store the data on candidates without having too much paper work.

The system also supports basic functions like tracking attendance and leave balances among other employee entitlements to the existing employees. It saves on the use of traditional work, it minimizes errors and important HR information becomes easily accessible when it is required.

Dream Rose Builders is slowly transforming and improving its information management practices despite its limitations which are inherent in the system. As the company expands, it is planned to integrate more advanced digital solutions to assist the HR, project, and operational efficiency to ensure that the company remains in line with the current business and technology trends.

2.16 Porter's Five Forces

Porter's Five Forces is a model that is employed in the analysis of competitive environment of an industry by examining the competition, the potential of new entrants, supplier power, the customer power as well as the threat of substitutes. The analysis uses the following forces on the real estate industry in Dhaka with special attention to Dream Rose Builders.

Competition in the Industry:

The property market in Dhaka is quite competitive and there are numerous established developers that control the market. Even though the company, Dream Rose Builders is new with limited size, there is competition to the company with other bigger developers as well as local builders in the regions such as Gandaria and Old Dhaka. The difference based on quality, timely delivery, and customer trust is essential in differentiating competitors who are offering comparable forms of residential apartments.

Potential of New Entrants:

The threat of new entrants is moderate in the real estate market. Although the industry is profitable, to venture in real estate, one needs a lot of capital, land, building experience, licenses and good local contacts. Dream Rose Builders has an advantage over new entrants since its directors are known to understand the local areas.

Power of Suppliers:

The suppliers, construction material suppliers, labor contractors and equipment suppliers, have moderate power in this industry. There are relatively high levels of alternative suppliers, however quality and prompt delivery of materials is important in keeping up to project schedules.

To maintain its reputation, Dream Rose Builders has to use reliable suppliers who can guarantee their products will be consistent and quality.

Power of Customers:

The bargaining power of the customers in the real estate sector is very high particularly in a competitive market. Customers are looking at prices, location, facilities, and quality of the project and then make a choice. This demands Dream Rose Builders to be competitive in pricing, open dealings and good after sales services as a way of compelling and sustaining customers.

Threat of Substitutes:

Substitute threat is not so high in residential real estates. Rental property or informal housing can be substitutes, although, owning a residential property can still be considered one of the main long-term investments of the majority of families. Consequently, the threat of substitutes products in the short term is low.

According to this analysis, Dream Rose Builders is an organization that is in a tough but promising environment. Its advantages are local knowledge, credibility, and quality building that enable it to compete against its small size. Although rivalry and customer bargaining power has to be strategically planned, the new status of the company enables it to seize its niche in Old Dhaka and other locations within the suburbs. Dream Rose Builders can expand and become one of the bigger developers in the next few years with proper management and growth.

2.17 SWOT Analysis

The SWOT analysis enables one to analyze the location of a firm in its industry considering both internal (strengths and weaknesses) and external (opportunities and threats) factors. On this basis, a SWOT analysis has been analysed on Dream Rose Builders.

Strengths:

As a local firm, the directors are well versed with the localities of Gandaria, old Dhaka and the surrounding places and therefore, Dream Rose Builders has good knowledge and connections with the local community, which makes it easy to acquire land and access the customers.

The leadership style exhibited in the company is democratic, where employees are allowed to take part in decision-making, enhancing creativity, and raising the general work satisfaction.

The company has a small and flexible staff of less than 50 employees and this helps the company to respond swiftly to the project demands and market conditions.

Good reputation and trust in local markets would facilitate the attraction of customers and clients.

Specialized and well-chosen projects make the company be able to sustain quality construction and on time delivery which is essential when building credibility.

Weaknesses:

As a small and upcoming firm, it has a small workforce, and it is difficult to handle multiple projects at the same time.

The small financial resources in comparison with bigger competitors limit the level and pace of expansion.

The company does not have a strict and advanced HR and project management regime, which at times has a slowing effect on operations.

The marketing efforts and brand visibility are minimal, with the bulk of client acquisition being done on a local network basis and not through mass marketing.

Opportunities:

The ever-increasing demands of residential houses in Old Dhaka and its surroundings provide the opportunity to expand and develop new projects.

Potential of exploring good sites of the Dhaka city which would greatly improve the portfolio and market base of the company.

Growth in population, and urbanization in Dhaka combine with infrastructure development to offer diversification of project type (residential, commercial, mixed use).

Implementation of online marketing, up-to-date construction technology has the potential to enhance the efficiency and appeal to a broader customer base.

Threats:

Pricing and market share might be under strain by competition with the existing real estate developers and local informal builders.

Changes in the prices of construction materials can affect the budgets and profitability of the project.

Project delays can be caused by regulatory issues such as permits and land approvals.

Demand and sales can be affected by economic uncertainties that include changes in interest rates or in the real estate market.

Its weaknesses can be conquered by some of its strengths as Dream Rose Builders has such strengths as local knowledge, reputation, and a participatory approach to leadership. The company can grow sustainably by taking strategic advantage of such opportunities as the expansion of the city and digital marketing. The knowledge of the risks involved, rational financial management, and the use of recent tools and processes will assist the company to overcome the difficulties and become a more dominant player in the competitive Dhaka property market.

2.18 Conclusion

Dream Rose Builders is a family venture, which started in 2021. First, Sheikh Mohammad Ali began a real estate development by himself and over a time, other family members opened their own developments. Later on, these combined efforts were combined to create Dream Rose Builders and thus it is a family-owned and run enterprise. This family relationship has assisted the company to capitalize on the element of trust, coordination and shared vision in order to grow steadily.

Dream Rose Builders is a small and emerging company, and it has already completed 4 residential projects and is still taking up 3 ongoing projects, with 5 more projects in the pipeline, although the company has less than 50 employees. The competitive advantage of the company is its local knowledge,

good reputation and its strong knowledge of the Old Dhaka and its surrounding area's market which provides it with a competitive advantage in the acquisition of land and in customer acquisition. The company propagates a democratic leadership approach, which allows the support of all workers and at the same time upholds family integration. This will guarantee a co-operative, motivated workplace that appreciates ideas and makes decisions in a participative manner.

Despite the constraints such as workforce, low financial resources, and expansion issues, the company has a lot of potential in growth. With an emphasis on the quality of construction, the introduction of new project management activities, and the incremental creation of office spaces in the principal areas of Dhaka, Dream Rose Builders is at a strong position in becoming one of the leading companies in the Bangladesh real estate market within a decade

2.19 Recommendations

According to analysis and observation of Dream Rose Builders, the following recommendations can guide the company to reaffirm its operations and enhance fast growth:

Improve Decision-Making Processes: Although the company is family-owned, there are decisions that are only made by the directors now with very little input by employees working at the management level. The company needs to engage the project managers and team leaders in decision-making to create a real democratic and collaborative environment.

Enhance Financial Liquidity: Dream Rose Builders is a new company that should work on liquid assets adequacy. The adequate cash flow will also assist in covering the urgency costs of projects, business operations costs, and other short-term liabilities.

Upgrade Information Systems: The current in-house system used to track the HR and the project is simple and still uses manual applications such as the Microsoft Office to perform several of the functions. The upgrade or an extension of the system may help to save time, minimize the number of errors, and enhance efficiency in HR, project management, and administrative operations.

Enhance Market and Customer analysis: The company ought to be keen in estimating the customer demand and market trends. This will enable the improved planning of the types, sizes, pricing, and location of the project in which the ultimate outcomes will be the customer satisfaction and resource allocation optimization.

Grow Workforce in a Strategic manner: As the company expands and the company takes on various projects, it will recruit more employees with the relevant skills in the construction, marketing, and administration areas as a way of ensuring the company runs smoothly and finishes the projects on time.

Take Advantage of Digital Marketing: Although the company is already using the local networks and finding out about potential customers through referrals, digital marketing strategies, such as social media campaigns and online project showcases, allow reaching more people in the other areas of Dhaka, targeting them as potential buyers.

Chapter 3: Project Part

3.1 Introduction

This report has been prepared as a requirement for my Bachelor's degree in business administration at BRAC University. In order to complete the BBA program, one is required to do internship at a company for 3 (three) months. Then, submit a report on it. To accomplish this, I joined the Dream Rose Builders as an intern on 01 August, 2025 and continued till 31 October, 2025. The topic that I have chosen to do my internship report on is "Recruitment and Selection Process of the Dream Rose Builders".

While preparing the report, I was guided and supervised by my supervisor Dr. Syed Mahbubur Rahman, Professor and co-supervisor Dr. Sylva Sowat Siddique, Assistant Professor, at BRAC Business School, BRAC University.

3.1.1 Theoretical Background

Recruitment and selection play an important role in acquiring competent personnel for a company. If a company has a proper selection process, it can get qualified personnel for the company. If it is really efficient, it can be done in short amount of time. Alongside helping in recruiting competent personnel for the organization, it also shows what kind of philosophy and culture the company believes in through its recruited personnel.

Recruitment and selection are one of the key practices of HR. This in a way determines if a company will succeed or fail. There is no doubt their people are important for a company. Recruitment and selection are a way of obtaining those people. It helps identify the required traits within the candidates and acquired them for the benefit of the company.

3.1.2 Objective

The primary purpose behind this report was to relate the learned theories and concepts during the BBA program with the recruitment and selection process of Dream Rose Builders. The objectives of this report are -

- To explain the recruitment and selection process of the Dream Rose Builders.
- To relate the learned theories and concepts during the BBA program with the practice of the Dream Rose Builders.
- Provide suggestions and recommendations that could help improve their recruitment and selection process.

3.1.3 Significance

The report is being done with the purpose of explaining the recruitment and selection process of the Dream Rose Builders. The purpose is also to identify any flaws and provide recommendations for those flaws. This is why the report is important.

3.2 Methodology

The report has been completed with the use of primary and secondary data. The source of primary data were my day-to-day observation and the tasks I carried out during my 3 (three) months internship program. The source of the secondary data was the Employee Handbook of the organization, the company website and any relevant books.

3.3 Limitations

The limitations that were faced during the preparation of this report were -

- As some information are confidential, more in depth discussion could not be done.
- As many of the employees were busy with their day-to-day tasks, there were less room for consultation of interviews.

3.4 Overview of Human Resource and Administration Department.

Although Dream Rose Builders is a small company, it understands that the company is a collective effort of all the workforce. The Human Resource and Administration (HR and Admin) department conducts major roles to make employees aware of the policies, the organizational standards, and expectations of the company.

The department also offers performance assessment, reward and growth prospects so that employees are able to know their current position, their growth prospects, and their role in the success of the company. It also acts as the focal point of employee relations and ascertains that company policies are superimposed without being prejudiced or uneven and regardless of ensuring that there is a professional and accommodating working environment.

The HR & Admin department of the company is small and efficient, given that the company is small, as it manages both the administrative duties of the company and the human resource management duties. Although the department is rather small, it is committed to the creation of employee engagement, accountability, and transparency in its operations, which is critical to the development and efficient functioning of Dream Rose Builders.

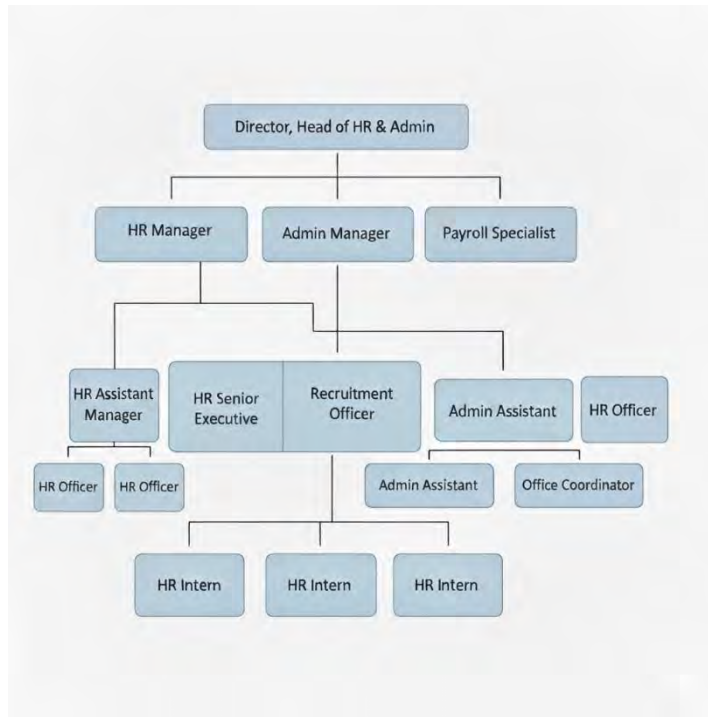


Figure 1: Organogram of the HR and Admin Department

3.5 Recruitment and Selection Process Analysis.

Recruitment and selection is one of the most critical operations of any organization and Dream Rose Builders will not be an exception. The company relies on the HR and Recruitment team to attract competent, reliable, and skilled employees who will help in the growth of the organization. My experience as an intern helped me to understand that, despite the structured process within the company, the company is limited in a variety of ways because of its size and resources.

Recruitment and Selection Process

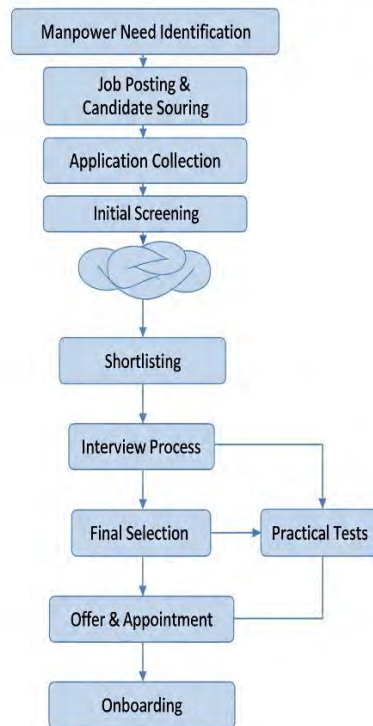


Figure 2: Recruitment and Selection Process of Dream Rose Builders

It normally starts when a department realizes that it needs new manpower. In most instances, a requisition is made and sent straight to the HR team with specifications of the job position, duties, and required qualifications. Mostly, requisitions are negotiated with the Director or Head of HR, and proceeded with. Given that Dream Rose Builders is a construction and real estate company, the needs are usually very diverse as they may include engineers and project managers, site supervisors, administrative personnel, and sales managers.

After requisition is accepted, they are advertised by use of various channels. The main types of media that are utilized by the company include social media (Facebook and LinkedIn), job portals (Bdjobs), and internal references. In some operational jobs, the interviews can be organized in the form of walk-in interviews, which may occasionally be promoted via posters or newspapers in the local area. Such a combination will enable the company to contact professional and field-level applicants.

Once the applications have been received, the HR (assisted by interns) filters resumes as per the requirements. The next stage is to shortlist candidates who are then invited to undertake written tests or interviews or both based on the nature of the job. In case of managerial and technical positions, interviews may be made in several steps with sometimes practical tests to check the problem-solving skills and knowledge in the domain. In the case of the field staff, less complicated interview process is adopted and more stress is laid on hands on experience.

Lastly, the profiles of the identified suitable candidates are sent to senior management and the Director to allow approval. The HR team contacts the successful candidates to be onboarded. Nevertheless, the HR department is not large thus such process is frequently more time-consuming than anticipated, generating delays and overworking of the staff.

3.6 Findings from the Analysis

According to my observation of the recruitment and selection process at Dream Rose Builders, I came up with the following key findings:

Lack of HR Manpower: The recruitment and selection department is quite small and hence the workload is heavy. Interns take much of the day-to-day recruitment functions and this leads to lack of consistency since new interns are brought in after every few months. Although this is a good learning experience, it interferes with the continuity.

Sluggishness in Recruitment Schedule: It usually takes much more time than expected.

Consequently, a few good candidates would find themselves in competitor companies instead of waiting until Dream Rose Builders has finished with the hiring.

Good Utilization of Internal References: The company enjoys the advantage of getting a large number of applicants by using the employee referencing. This is usually used to select good candidates who are trustworthy and reliable within a shorter time.

Multi-stage Interviews of Some Roles: Unlike other companies that have small scales, in which interviews are the main methods, Dream Rose Builders involves writing tests and practical testing, on technical and managerial roles. This enhances the quality of the recruits that are made as the company will be able to test the knowledge as well as the skills put into practice.

Relying on Manual Work: Although the company is handling a decent number of recruitments, it is yet to have a well-developed HRIS. Most of the activities, including, preparing of the call lists, attendance sheets and score sheets, are still done in Microsoft Excel. This makes the process slower and burdened.

3.7 Conclusion

Comprehensively, Dream Rose Builders have established a moderately organized recruitment and selection system that enables the firm to attract talented and competent workers. They employ written and practical testing of higher-level positions, an indication of their belief in hiring quality employees, as opposed to basing it on interviews only. This will reduce the turnover rate and will make sure that employees are in line with the company goals.

Though, the system has its own challenges. The lack of the HR manpower, overuse of interns, and the slowing of the recruitment schedule are still acute. These elements make the process less efficient in general and, at times, cause the potential talent to be lost. However, the company is slowly evolving its HR practices and has realized the need to tighten its recruitment processes to enable it to grow in future.

3.8 Recommendations

In order to enhance the procedure of recruitment and selection in Dream Rose Builders, I would propose the following:

Increase the manpower of the HR Team: There should be additional permanent staff in the HR department to maintain the stability and lessen the over-reliance on the interns. Although interns still should be involved, they are to play secondary roles and not to be core in the recruitment process.

Provision of Proper Training and Period of Adjustment: The intern and new recruits need to be oriented in proper manner (at least of 7-10 days) to get to know their work. It would reduce the number of mistakes, would contribute to the lesser amount of stress, and would make it easier to integrate into the workflow.

Smooth Recruiting process: The company must establish specific deadlines in every recruiting process stage and liaise properly with departmental heads to eliminate needless postponements. This will avoid losing of good candidates to rivals.

Build a Minimal HRIS or Digital Tools: A simple HR software or an upgraded system may help a lot in cutting down on manual work. It would save time by automating call lists, score sheets and candidate records and enhance accuracy.

Enhance candidate communication: Unsuccessful job seekers should be notified of their status in the application in the form of email or SMS. This modest move would create a positive working image of the company and boost its reputation in the employment markets.

Check Remuneration of Interns: Since the lunch is subsidized, the remuneration is still low relative to the contribution being made by the interns. A small increase in allowance would not only boost the interest of interns but also increase the number of capable candidates to hold the internship positions.

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4.0 Appendices

Appendix A



DREAM ROSE BUILDERS

Sheikh Mansion (2nd Floor), 33, Islampur Road, Kotwali, Dhaka-1100

Dream Rose Builders Ltd.

Financial Statements for the years ended 30 June 2024 and 2025

(Amounts in BDT Crore)

Dream Rose Builders

Statement of Profit or Loss and Other Comprehensive Income

For the years ended June 30 2024, and 30 June 2025

Particulars	Note	2024	2025
Revenue (Flat Sales)	1	38.5	109.2
Cost of Sales (Land, Materials, Construction)	2	(29.0)	(78.0)
Gross Profit		9.5	31.2
Operating & Administrative Expenses	3	(4.0)	(6.0)
Marketing & Distribution Expenses	4	(0.8)	(1.2)
Operating Profit		4.7	24.0
Finance Costs	5	(2.3)	(5.0)
Profit Before Tax		2.4	19.0
Income Tax Expense	6	(0.7)	(5.7)
Net Profit for the Year		1.7	13.3

Dream Rose Builder

Statement of Financial Position

For the years ended 30 June 2024, and 30 June 2025

Particulars	Note	2024	2025
Assets			
Property, Plant & Equipment	7	3.5	5.0
Land & Development Work-in-Progress	8	25.0	38.0
Total Non-Current Assets		28.5	43.0
Inventory (Unsold Flats)	9	12.0	22.0
Trade Receivables (Clients)	10	4.5	9.0
Advances & Deposits	11	3.0	4.0
Cash & Bank Balances	12	6.0	12.0
Total Current Assets		25.5	47.0
Total Assets		54.0	90.0
Equity and Liabilities			
Share Capital (Directors' Equity)	13	20.0	25.0
Retained Earnings	14	1.7	15.0
Total Equity		21.7	40.0
Long-Term Bank Loans	15	15.0	25.0
Non-Current Liabilities		15.0	25.0
Client Advances (Booking Money)	16	10.0	15.0
Trade & Other Payables	17	4.0	6.0
Short-Term Borrowings/OD	18	3.3	4.0
Current Liabilities		17.3	25.0
Total Equity and Liabilities		54.0	90.0

Dream Rose Builders
Statement of Cash Flows

For the years ended June 30 2024, and 30 June 2025

Particulars	Note	2024	2025
Cash Flows from Operating Activities			
Cash Receipts from Customers	1,10	35.0	105.0
Payments to Suppliers & Contractors	2	(28.0)	(74.0)
Operating Expenses Paid	3,4	(4.0)	(6.0)
Finance Costs Paid	5	(2.0)	(4.5)
Net Cash from Operating Activities		1.0	20.5
Cash Flows from Investing Activities			
Acquisition of Land & Development Work	8	(5.0)	(8.0)
Purchase of Equipment	7	(1.0)	(1.5)
Net Cash Used in Investing Activities		(6.0)	(9.5)
Cash Flows from Financing Activities			
Capital Injection from Directors	13	5.0	5.0
Loan Proceeds	15	6.0	10.0
Loan Repayments	15	(1.0)	(2.0)
Net Cash from Financing Activities		10.0	13.0
Net Increase in Cash & Bank		5.0	24.0
Opening Cash Balance	12	1.0	6.0
Closing Cash Balance	12	6.0	12.0



Sheikh Mohammad Ali
Director & Head of HR



Sheikh Mus'aab Ibn Mahfuz
Director

N. Kabir

Nawfel Kabir Khan
Head of finance & accounts

Appendix B

Project Proposal

Report on
Recruitment and Selection Process of Dream Rose Builders

By

Sheikh Mohaimin Ali
21104125

To

Supervisor: Dr. Syed Mahbubur Rahman, Professor,

BRAC Business School

&

Co-Supervisor: Dr. Sayla Sowat Siddique, Assistant Professor,
BRAC Business School

Introduction

The topic I have chosen to do my internship report focuses on the recruitment and selection process of Dream Rose Builders. The reason behind choosing this topic is to know about the recruitment and selection process of Dream Rose Builders. I feel the topic is suitable to my major and the report with the mentioned topic will meet the requirements of the university

Aims and Objectives

The research has the following objectives:

The primary purpose behind this report was to relate the learned theories and concepts during the BBA program with the recruitment and selection process of Dream Rose Builders. The objective of this report are,

- ❖ To explain the recruitment and selection process of the Dream Rose Builders
- ❖ To relate the learned theories and concepts during the BBA program with the HR practices of Dream Rose Builders.
- ❖ Provide suggestions and recommendations based on the flaws in their recruitment and selection process that could help make further improvement.

Methodology

The report has been completed with the use of primary and secondary data. The source of primary data will be my day to day observation and the tasks I carried out during my 3 (three) month internship program.

The source of the secondary data will be the Employee Handbook & other documents of the organization, the company website and any other accessible relevant documents.

Significance

The report is being done with the purpose of explaining the recruitment and selection process of Dream Rose Builders. The purpose is also to identify any flaws and provide recommendations for those flaws. This is why the report is important.

Timeline of the Work

The timeline of the project work will be 3 (three) months which is the duration of my internship program.