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**JOB RECRUITMENT AND SELECTION PRACTICES IN SMALL AND MEDIUM ORGANISATIONS**

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**Abstract.** Job recruitment and selection practices represent a prerequisite for companies aiming for competitive and skilled employees. The purpose of this paper is to empirically explore and compare the employee recruitment and selection practices in small and medium organisations. An online quantitative survey was applied on 92 Romanian organisations (25 of small and 67 of medium size), based on a questionnaire which explored the recruitment methods, the employee selection practices and job screening criteria. The results show that while differences exist between these two categories of organisations, these are not that intense. When recruiting, small organizations focus on recommendations based methods. Medium organisations use more selection steps when hiring and render greater importance to the job selection criteria, especially to candidates' attitude, motivation and dedication to work, generic skills, lifelong learning, resistance to stress, and computer skills. The findings show that both the small and medium organizations use less valid employment practices, which imply lower short term costs, but may involve higher costs on the long run. The present research provides useful findings for the management of small and medium organisations, but also for higher education institutions and graduates.

**JEL Classification: O15, J24**

**Keywords:** employee recruitment, employee selection, job selection criteria, HR hiring practices

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