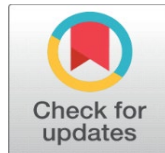


# A PRACTICAL INSIGHT INTO TALENT SOURCING

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## ABSTRACT

This report titled “A Practical Insight into Talent Sourcing” presents an overview of my one-month internship experience as a Human Resources Intern from 10th June 2025 to 10th July 2025. The internship provided an opportunity to gain firsthand exposure to the operational aspects of Human Resource Management, with a primary focus on talent sourcing and recruitment.

The report highlights how theoretical HR concepts such as recruitment planning, candidate evaluation, and policy implementation are applied in real organizational settings. It discusses the various roles and responsibilities undertaken, including screening job applications, coordinating interviews, maintaining employee records, and preparing standard operating procedures. The challenges encountered—such as handling multiple recruitment processes and sourcing candidates for specialized roles—are analyzed along with practical recommendations for improvement.

Furthermore, the report reflects on the skills and competencies developed during the internship, such as analytical thinking, communication, teamwork, and adaptability. It concludes by emphasizing how this internship experience served as a bridge between academic learning and professional practice, deepening my understanding of human resource management and strengthening my aspiration to pursue a career in talent acquisition and employee engagement.

**Keywords:** Talent Sourcing, Recruitment, Recruitment Planning, Candidate Evaluation, Policy Implementation, Talent Acquisition and Employee Engagement

## 1. INTRODUCTION

Human Resource Management (HRM) plays a fundamental role in shaping the success of any organization by effectively managing its most valuable asset, its people. It focuses on optimizing employee performance, fostering professional growth, and aligning human potential with the strategic objectives of the organization. In today’s dynamic business environment, HRM has evolved beyond administrative functions to become a strategic partner that drives talent acquisition, employee engagement, and organizational development.

Internships form a critical component of management education as they provide students with the opportunity to apply theoretical knowledge to real-world professional settings. Through internships, students gain a practical understanding of workplace culture, professional communication, and operational challenges that are often not visible in classroom learning.

This internship report is based on my one-month practical experience where I worked as a Human Resources Intern with a primary focus on Talent Sourcing. The report aims to present an in-depth understanding of the recruitment and selection processes followed within the organization. It also highlights the various strategies, tools, and practices used to identify, attract, and retain potential candidates who best fit the organizational needs. Additionally, it reflects upon my learnings, experiences, and contributions throughout the internship period, providing a holistic view of HR practices in a real organizational context.

## 2. LITERATURE REVIEW

Talent sourcing has become a strategic priority for organizations as they compete for skilled and adaptable employees in an evolving global marketplace. According to [Mondy and Martocchio \(2016\)](#), effective talent sourcing begins with understanding workforce needs and identifying the competencies required for organizational growth. Their work emphasizes that sourcing is no longer limited to filling vacancies but involves long-term human capital planning.

The rise of digitalization has significantly reshaped recruitment practices. LinkedIn Talent Solutions (2024) highlights that sourcing has transitioned from traditional methods—such as newspaper advertisements and walk-in interviews—to technology-driven tools that support proactive talent engagement. Platforms like LinkedIn, Indeed, and AI-driven sourcing software allow recruiters to access larger, more diverse talent pools while reducing manual efforts. This aligns with [Chamorro-Premuzic and Frankiewicz's \(2019\)](#) argument that data analytics and digital assessments are now core components of modern recruitment systems.

[Cascio and Boudreau \(2016\)](#) emphasize the growing importance of talent management as a global strategy. They note that organizations increasingly rely on predictive analytics, job-market intelligence, and continuous engagement to identify qualified candidates. This shift reflects a broader movement from reactive hiring to proactive talent pipeline development. Their work also highlights that employer branding plays a crucial role in attracting high-quality applicants, as candidates now prioritize positive work culture, career development, and values alignment.

The Society for Human Resource Management SHRM (2024) further supports these findings by identifying AI-powered sourcing tools as emerging best practices in recruitment. Automated resume screening, candidate scoring, and chat-based engagement reduce hiring bottlenecks and enhance candidate experience. SHRM also emphasizes the importance of reducing unconscious bias through structured evaluation techniques, standardized screening processes, and technology-supported decision-making.

Several studies also highlight challenges associated with talent sourcing. Tight labor markets, high competition for niche skills, and rising candidate expectations make sourcing more complex [Kaufman \(2019\)](#). Moreover, specialized industries—such as maritime, IT, and engineering—face skill shortages, requiring recruiters to diversify sourcing strategies, strengthen industry networks, and invest heavily in employer visibility. These challenges underline the need for continuous improvement and innovation in sourcing approaches.

Overall, the existing literature portrays talent sourcing as a multi-dimensional, technology-enabled, and strategy-driven function that plays a critical role in organizational success. The shift from conventional recruitment models to data-driven, skill-focused, and candidate-centered practices reflects the rapid evolution of HRM in both global and Indian contexts. This review provides a conceptual

foundation for analyzing how talent sourcing practices are applied in real-world organizational settings.

### 3. OBJECTIVES OF THE INTERNSHIP

The fundamental goal of my internship was to close the loop between theoretical learning, which I gained from the schooling I've done in the form of classes, and practicing the learning in a real-life HR environment. I intended to observe, engage, and make contributions through various HR functions, particularly in the area of talent sourcing.

#### **The specific goals of my internship were:**

- 1) To learn the realities and practicality of talent sourcing and recruitment: My goal was to have hands on experience in the identification, shortlisting, and engagement of candidates using different sourcing channels.
- 2) To observe HR policies, procedures, and compliance: I wanted to observe what policies HR implements and how it is maintained to ensure consistency and fairness as an organization.
- 3) To develop professional, intrapersonal, and interpersonal skills: I planned to improve my ability to engage and interact with candidates, colleagues, and supervisors in a corporate environment.
- 4) To connect academic learning to the workplace: I wanted to apply HRM theory I studied in class into HR practices or operations.
- 5) To evaluate the effectiveness of sourcing strategies and suggest improvements: I wanted to demonstrate the capacity to critically evaluate the recruitment process, make insightful and constructive comments for improving efficiency and effectiveness in talent acquisition.

### 4. INTERNSHIP ROLE AND RESPONSIBILITIES

During my internship, I was actively involved in various aspects of Human Resource Management, with a primary focus on talent sourcing, documentation, and policy implementation. My key responsibilities included the following:

- **Scheduling and coordinating interviews:** I was responsible for organizing interviews with potential candidates and maintaining coordination between applicants and the respective hiring teams. This helped ensure a smooth recruitment process and timely communication at each stage.
- **Screening job applications:** I reviewed and evaluated candidate applications to shortlist profiles that best matched the eligibility criteria and job requirements. This experience enhanced my ability to assess resumes objectively and identify suitable candidates efficiently.
- **Drafting and issuing offer letters:** I assisted in preparing and sending offer letters to selected candidates, ensuring accuracy, clarity, and professionalism in all communications. This task provided me with practical exposure to HR documentation and compliance standards.
- **Developing Standard Operating Procedures (SOPs):** I contributed to the preparation and revision of SOPs in alignment with newly introduced HR policies. This responsibility helped me understand the

importance of structured guidelines in maintaining organizational consistency and legal compliance.

- **Maintaining employee records:** I ensured that all employee information was organized systematically and handled with strict confidentiality. Through this, I gained firsthand knowledge of effective record-keeping and data management practices in HR operations.
- **Preparing bilingual training materials:** I was also involved in drafting training notes in both English and Chinese for upcoming sessions in China. This task strengthened my cross-cultural communication and documentation skills, providing valuable experience in working within a global organizational framework.

## 5. A PRACTICAL INSIGHT INTO TALENT SOURCING

Talent sourcing refers to identifying, attracting, and engaging qualified candidates to fill open positions within an organization. During my internship, I gained exposure to different sourcing strategies and tools that HR professionals use to build a robust candidate pipeline.

**Table 1**

**Table 1 The Key Stages of the Recruitment and Sourcing process are Presented Below**

| Stage                     | Description                                   | My Contribution                               |
|---------------------------|-----------------------------------------------|-----------------------------------------------|
| 1. Requirement Analysis   | Understanding job roles and client needs      | Assisted in drafting job descriptions         |
| 2. Job Posting            | Posting vacancies on job portals and LinkedIn | Uploaded and managed postings                 |
| 3. Screening              | Short listing resumes based on job criteria   | Reviewed and filtered applications            |
| 4. Interview Coordination | Scheduling and coordinating interviews        | Communicated with candidates and interviewers |
| 5. Selection              | Final evaluation and offer rollout            | Compiled interview feedback                   |

Through these stages, I gained a deeper understanding of the recruitment lifecycle, sourcing tools, and communication channels used in HR practices.

## 6. RESEARCH METHODOLOGY

This research is based on a qualitative descriptive methodology, designed to analyze and understand the practical aspects of talent sourcing as experienced during my one-month internship. The methodology combines both primary and secondary data to develop a comprehensive view of the recruitment processes, sourcing strategies, and HR practices in the organization.

### 1) Research Design

The study follows a descriptive research design, which focuses on documenting real practices, processes, and observations without manipulation of variables. This design is suitable for understanding how HR operations function in their natural workplace setting.

### 2) Data Collection Methods

#### Primary Data:

Collected through direct participation and observation during daily HR tasks. Primary data sources included:

- Hands-on involvement in screening applications, coordinating interviews, and drafting SOPs
- Discussions with HR professionals, team leads, and interns
- Recruitment logs, candidate status trackers, and internal communication records

Personal reflections and work notes maintained throughout the internship

### **Secondary Data**

Gathered from:

- Organizational documents such as HR policies, SOPs, and training material
- Industry reports on recruitment trends (e.g., LinkedIn Talent Trends, SHRM reports)
- Academic books and journal articles related to talent sourcing, recruitment strategies, and HRM practices

### **3) Sampling Method**

The study uses purposive sampling, focusing only on HR tasks related to talent sourcing, recruitment coordination, and documentation. The sample includes recruitment data for various job roles handled during the internship period.

## **7. DATA ANALYSIS**

Data collected was analyzed using qualitative techniques such as:

- Thematic analysis of daily tasks and challenges
- Comparing sourcing channels (job portals, LinkedIn, referrals)
- Identifying patterns in candidate response rates, screening efficiency, and interview coordination
- Interpreting how structured SOPs and communication methods influenced workflow

The analysis emphasizes real-time operational insights rather than statistical measurement.

### **7.1. SCOPE OF THE STUDY**

The research is limited to recruitment and talent sourcing activities over a one-month internship period. It focuses on understanding practical HR processes rather than large-scale organizational outcomes.

### **7.2. LIMITATIONS**

- The study is limited by the duration of the internship
- Findings apply specifically to the roles and tasks assigned
- Quantitative data (like exact application numbers) was not fully accessible due to confidentiality
- Insights are based on direct observation rather than broader HR audits

### **7.3. ETHICAL CONSIDERATIONS**

All organizational information used in this study has been handled with confidentiality. Personal employee data, internal documents, and candidate records were not disclosed or used beyond the educational purpose of this report.

### **8. CHALLENGES FACED**

During the course of my internship, I encountered several challenges that helped me develop resilience, adaptability, and effective problem-solving skills—essential qualities for any HR professional. Each challenge provided a valuable learning opportunity and allowed me to gain deeper insights into the complexities of talent sourcing and human resource operations.

One of the major challenges I faced was managing multiple recruitment processes simultaneously. Coordinating interviews, screening applications, and following up with candidates across different job roles required efficient time management and prioritization. Initially, this was overwhelming, but with practice and guidance from my mentor, I learned to organize tasks systematically and use digital tools to track recruitment progress effectively.

Another significant challenge was sourcing suitable candidates for highly specialized technical roles. Due to the competitive nature of the job market and the specific skill sets required in the maritime industry, identifying and engaging qualified candidates proved to be demanding. This experience taught me the importance of using multiple sourcing platforms, building professional networks, and maintaining proactive communication with potential candidates.

Additionally, I observed that inter-departmental coordination plays a crucial role in ensuring the smooth functioning of HR processes. At times, delays in communication between departments affected the recruitment timeline. This highlighted the need for transparent communication channels and a collaborative work culture to enhance operational efficiency.

### **9. RECOMMENDATIONS**

- Adopt AI-based recruitment tools for better candidate matching.
- Enhance employer branding to attract top talent.
- Organize regular feedback sessions for interns and new employees.
- Maintain structured databases to streamline documentation and reporting.

### **10. SKILLS DEVELOPED**

- Analytical thinking and attention to detail
- Professional communication and coordination
- Teamwork and time management
- Recruitment process understanding
- Proficiency in HR tools and data handling
- Adaptability in a fast-paced work environment

## 11. KEY LEARNINGS

The internship served as a bridge between theoretical knowledge and real-world application, offering a clear perspective on how HR functions operate in practice. I observed how human resource theories and models are translated into actionable processes that drive recruitment, employee engagement, and organizational development.

One of my major learnings was understanding that recruitment strategies vary based on job roles, market trends, and organizational culture. I realized the importance of aligning talent sourcing techniques with company objectives and the need for continuous adaptation to market conditions.

I also learned the significance of ethical practices and confidentiality in HR operations. Handling employee data and managing sensitive communication taught me to maintain professionalism, discretion, and integrity at all times. Moreover, the experience emphasized the value of continuous improvement and feedback, both at the individual and organizational levels, to ensure sustainable growth and development.

## 12. CONCLUSION

The one-month internship proved to be an immensely enriching and insightful experience. It provided me with a comprehensive understanding of Human Resource Management, particularly in the area of Talent Sourcing. Through active participation in recruitment, documentation, and policy-related activities, I gained practical exposure that complemented my academic learning.

This internship helped me develop a professional mindset, improve my communication and analytical skills, and understand the strategic importance of HR in achieving organizational goals. It also motivated me to pursue a career in Human Resources, with a particular interest in Talent Acquisition and Employee Engagement. Overall, the internship not only enhanced my technical competence but also instilled in me the confidence and clarity needed to excel in the HR profession.

## CONFLICT OF INTERESTS

None.

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None.

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