

How to select team members?

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Introduction:

- A project is only as successful as the people behind it. While leader often choose people for project teams simply based on their bandwidth or specialized knowledge , this is not necessarily the best way to go about it. There's a number of specific skills leaders must look for , indicating who would serve as a great asset and who wouldn't add much value to the team.

Even those employees with the strongest skills typically require training to shine as a project team member. Simply assuming people already have all the necessary skills, or that they'll quickly observe others and catch on, is not an effective approach.

Companies who want the best Project outcomes must be willing to invest in their people first.

Six Sigma Method for choosing team members:

Meaning:-

Six Sigma is a method that provides organization tools to improve the capability of their business process . This increase in performance & decrease in process variation lead to defect reduction & improvement in profits, employee morale, & quality of products or services

- Basically, Six Sigma invented by engineers at Motorola is a methodology for examining every aspect of a project before it begins to ensure all goes well. Six Sigma also anticipates what changes or events may occur & how they will be resolved when they occur. But what about your people within that methodology? People are not computer, models , nor should they be. So how do you pick the right people, for the task at hand?

Before choosing your team think about these three things:

(1) Communication:-

Does the team member communicate & listen well?

(2) Learning:-

Is the team member open to learning?

(3) Receptive:-

Is the team member open to hearing feedback?

- If you use the Six Sigma approach to choosing, along with these characteristics, you will want co-workers that are willing to lead and follow. Team members need upper management support from you as well as encouragement and a secure feeling that what they are doing is vital to a project. So how do you begin the process of choosing?

Choosing the Team:

- The Corporate world is a competitive place: When choosing your team , leave out the slackers; they won't do you any good. Make a list of attributes you'd like to see demonstrated by your team members and ask the human resources department to interview people for the project. HR people are usually the first contract for employees, so use their expertise to your advantage. Have them weed out candidates that aren't team players. If a perspective team member is fond of calling himself a self-starter, that's a bad sign and means he'd rather work alone with no input.

- Use the results you get from the HR department and compare your people list to the skills needed on the project. If you need someone on the team to be at the workplace extra early, choose a person on your people list that is an early bird. Do the same if you need people to stay late. Pick people who have experience in communication with inside and outside sources. Rely on the input you receive from the HR department.

Name of companies use this method for selection:

- May be every MNC companies use this method. Because this is best method for selection. For Freshers they arrange written exam in which some questions of basic English, Reasoning, Quantitative Aptitude, Computer knowledge, General Knowledge.

List of some companies:

- TCS(Tata Consultancy Services)
- Reliance
- Axis Bank Ltd.
- Adidas
- Apple
- BMW
- Dabur
- DHL
- Dell
- Facebook
- Google
- Hitachi
- HTC
- Johnson & Johnson
- Larsen & Toubro
- Microsoft

10 Tips for Choosing Effective team members:

- (1) Look for Excellent communicators
- (2) Seek members that are well organized & self disciplined
- (3) Find an Exceptional Project Manager or Be one your self
- (4) Hire the Best fit for the role
- (5) Look for Resourceful and Influential Individuals
- (6) Do your Research well all the time
- (7) Seek Proactive Members
- (8) Truly Listen to your candidates words
- (9) Prioritize, Skills, & Knowledge over certifications
- (10) Find People that are willing to Commit to their role

(1) Look for excellent communicators:

- For your team members to be receptive, to understand, & to act on what you tell them to, they'd better be great communicators. They are people who know how to listen, reply, & respect the other conversation participant.
- Individuals need to be usually available when you need to reach them, & ready to address your concerns.

(2) Seek Members that are well organized & self disciplined:

- Two of the qualities that you should always expect from your team members are good organizational skills & self discipline. You can cultivate these things by building emotions around them and by engaging in an uncertain process that will gradually lead you towards the mastery of these skills.

(3) Find an Exceptional Project Manager or Be One your self:

- Are you the one who's leading the team? If the answer is yes, you should ask yourself the next few questions:
- * Can you lead by example?
- * Are you a genuine, compassionate, and patient leader?
- * Do you have what it takes to lead your people to success?
- Would the project work better with another project manager?
- Do you have to acquire certain skills & knowledge to improve your leading confidence & to deliver the expected results?

- Being the manager of a project is not a simple task, so whether you are up to it or not is your decision to make.
- If you decide that you want to hire a project manager, well you need to make sure they are a better leader than you so they can truly bring your project to life and to success.

(4) Hire the Best Fit for the Role:

- ◉ Never make exceptions on this. When you hire people, you need to be 100% objective. It doesn't matter whether the candidate is one of your mother, friends, or partner.
- ◉ You should only hire the best fit for the role & for the team. This is ideally a person whose background (Experience, Skills, & Attitude) corresponds to the requirements expectations that the job role presumes.

(5) Look for Resourceful & Influential Individuals :

- Do you want your team to be resourceful? Then start looking for resourceful individuals. When you want to make a big, delicious cake, you need to ensure that each piece is well dressed in the ingredients & every single component becomes remarkable at one point or another.
- Your team should be comprised of some people who have professional connections with different organizations, individuals, and/or clients.
- Ideally they should be influential, meaning that people will recognize them as an authority in their corresponding field.

(6) Do your Research well all the time:

- Proper Research will save your project from a lot of trouble along the way. Hiring team members that don't actually fit the job role & the team will waste your time, money, & energy, & the relationships between you two can often end up in conflict.
- Before you hire someone, make sure that you research their online presence, which includes social media & Google. Then you should call the person for an interview & analyze the person in a better style.
- Lastly, you can convince yourself by challenging the candidate. Assign them a small test or work sample to see how they may perform in the future.

(7) Seek Proactive Members :

- Pro activity is an essential component of each successful team. Your project heavily depends on the activity of each your team members' combined.
- Employees that take action on their own are helpful assets.
- Seek this in your employees, & your project will run smoother & faster than you would expect.

(8) Truly Listen to your candidate's words:

- While your candidates are speaking, are you truly listening? Do you genuinely care about what they to say? Or are you just hoping to hear the things you want to hear?
- To start, analyze the candidate's first interaction pitch. See how they approached you in the beginning. Secondly, assess the discussion you had.
- Lastly, listen carefully while the person talks during the interview.

(9) Prioritize, Skills, & Knowledge Over Certifications :

- Seek, Skills, Knowledge, & Experience over certifications. Never choose solely based on certifications, as you risk getting unskilled & inexperienced project members that will only ruin your plans.
- The candidate should prove they are capable of being productive by displaying their skills & knowledge, & not just a paper that only states the achievement of finishing college or courses.

(10) Find people That are Willing to Commit to their Role :

- For your project to launch & grow successfully, you need people that are willing to commit to work including risks, set backs, fear, boredom, & the other negative feelings & situations that can come as a result of hard & smart work.
- Gary Michell, an IT Specialist & project manager at superior papers, believes that without committed members every project team sets itself up for future.

- Here's what he had to note: “ During the interview, let candidates know what to expect from the role. Once they have acknowledged, ask them directly whether they feel challenged (and why?) or motivated (and why?) by the projects goals and by the culture of the company and team that's going to be present for a probably long time in their lives. Always seek committed individuals !”

EXAMPLES:

Selection of Team members in TCS:

- Firstly, they have to take a test of Mathematics aptitude, English, excel as written test. After succeeding in that you are able to appear in an interview. Basically HR interview, Technical interview, Final interview are taken respectively.

Selection Team members in Reliance:

- First check ability & technical skills. After call for an interview. In that they check communication & listening skills, Interpersonal skills, Adaptability, & Positive Attitude.

Selection of Team members in Infosys:

- In Infosys they never take written test. But based on technology knowledge or functions (quality) & previous performance on projects.

Selection of Team members in Wipro:

- Selection of team members involved three rounds:
- Round 1: Written Test = Verbal + Aptitude + Technical
- Round 2: Technical interview
- Round 3: HR interview

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Thank You