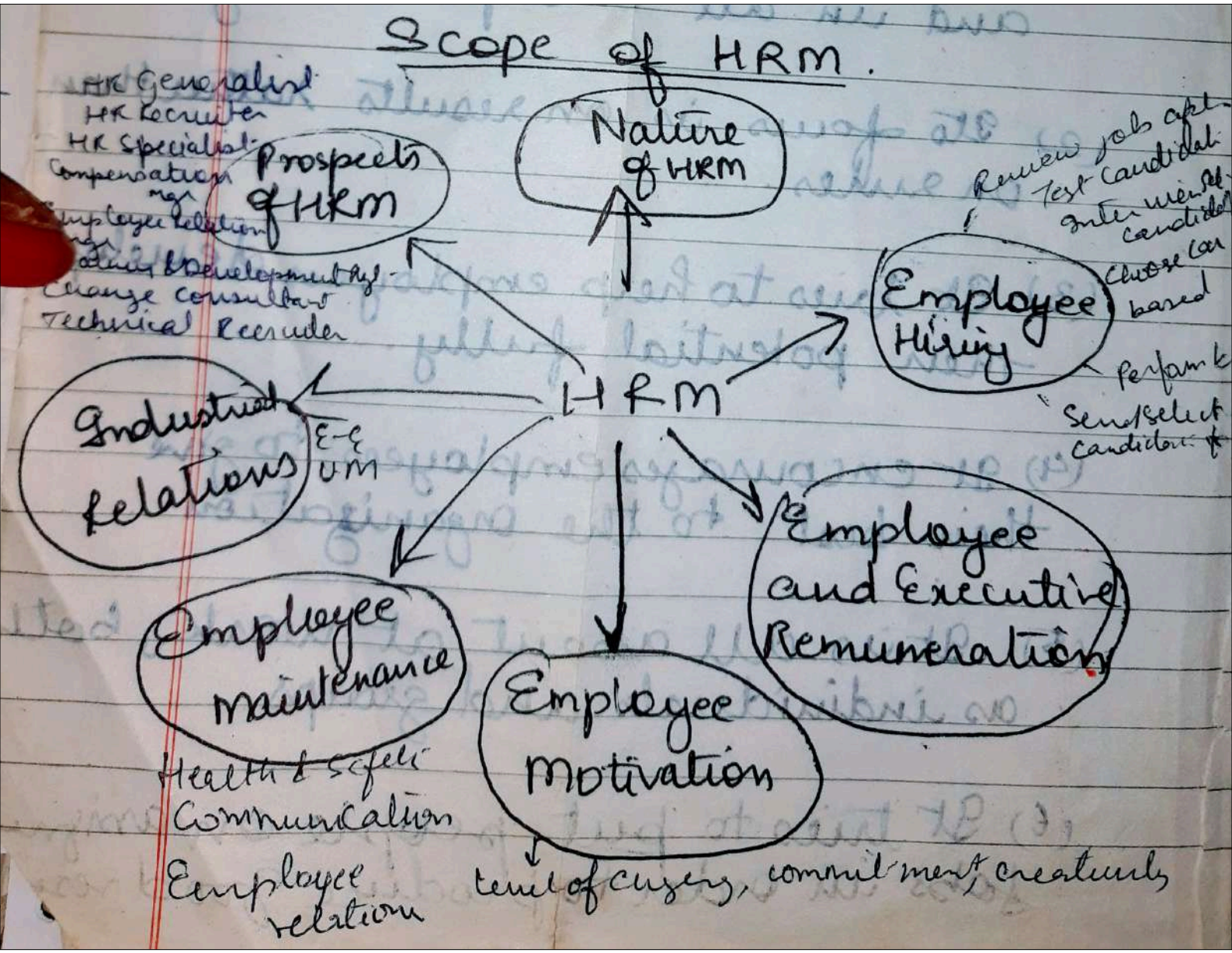
Scope of HRM.


HRM
Nature of HRM
Prospects of HRM
HR Generalist
HR Recruiter
HR Specialist
Compensation
Employee relation
Training & Development
Change consultant
Technical Recruiter
Employee Hiring
Review jobs
Test candidate
Choose
based
Perform
Industrial relations
E-E
UM
Employee maintenance
Health & Safety
Communication
Employee relation
Employee Motivation
level of engg, commitment, creativity
Employee and Executive Remuneration

The scope of Human Resource Management refers to all the activities that come under the banner of Human Resource Management. These activities are as follows.

Human resources planning :- Human resource planning or Human Resource Planning refers to a process by which the company to identify the number of jobs vacant, whether the company has excess staff or shortage of staff and to deal with this excess or shortage.

Job analysis design :- Another important area of Human Resource Management is job analysis. Job analysis gives a detailed explanation about each and every job in the company.

Recruitment and selection :- Based on information collected from job analysis the company prepares advertisements and publishes them in the newspapers. This is recruitment. A number of applications are received after the advertisement is published, interviews are conducted and the right employee is selected thus recruitment and selection are yet another important area of Human Resource Management.

Orientation and induction :- Once the employees have been selected an induction or orientation program is conducted. This is another important area of Human Resource Management. The employees are informed about the background of the company, explain about the organizational culture and values and work ethics and introduce to the other employees.

Training and development :- Every employee goes under training program which helps him to put up a better performance on the job. Training program is also conducted for existing staff that have a lot of experience. This is called refresher training. Training and development is one area where the company spends a huge amount.

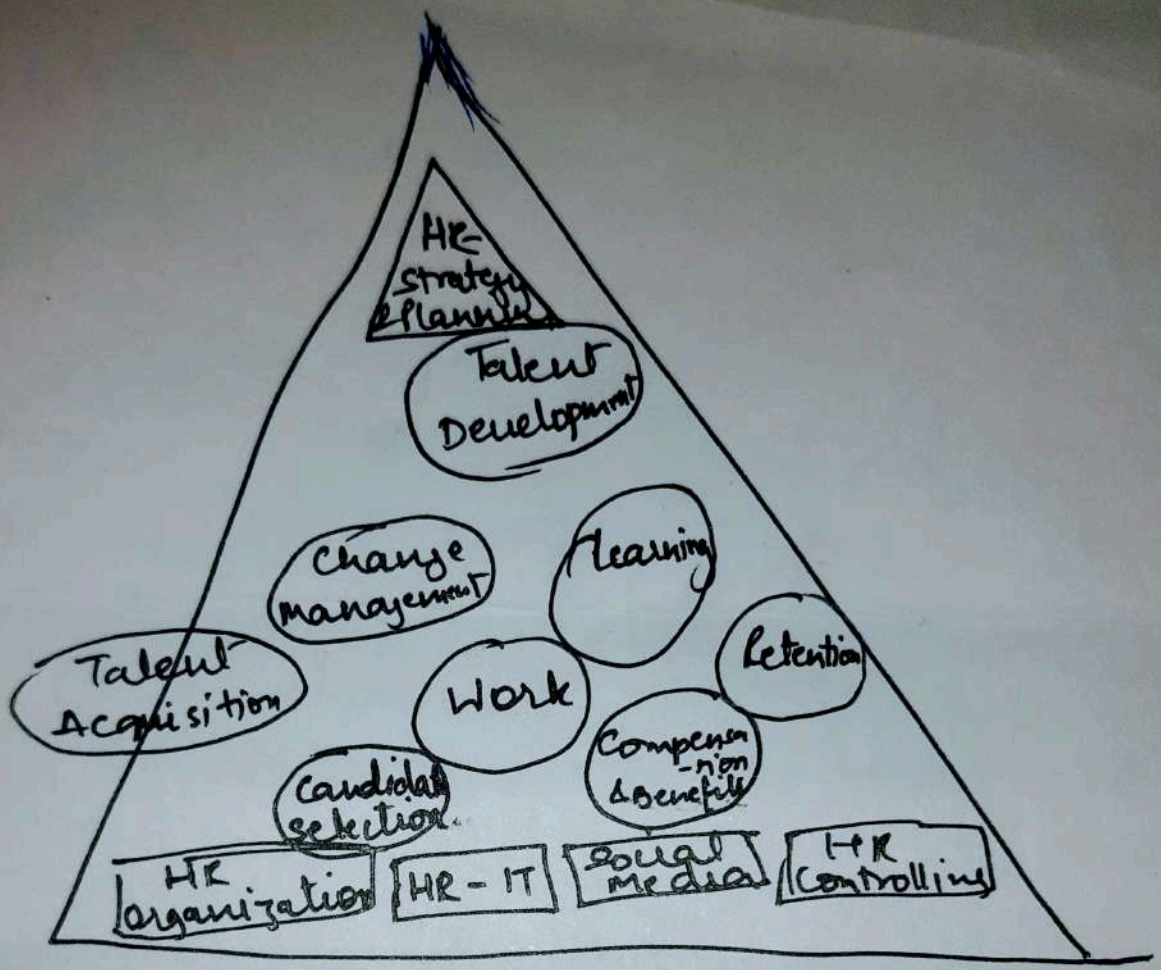
Performance appraisal :- Once the employee has put in around 1 year of service, performance appraisal is conducted that is the Human Resource department checks the performance of the employee. Based on these appraisal future promotions, incentives, increments in salary are decided.

Compensation planning and remuneration :- There are various rules regarding compensation and other benefits. It is the job of the Human Resource department to look into remuneration and compensation planning.

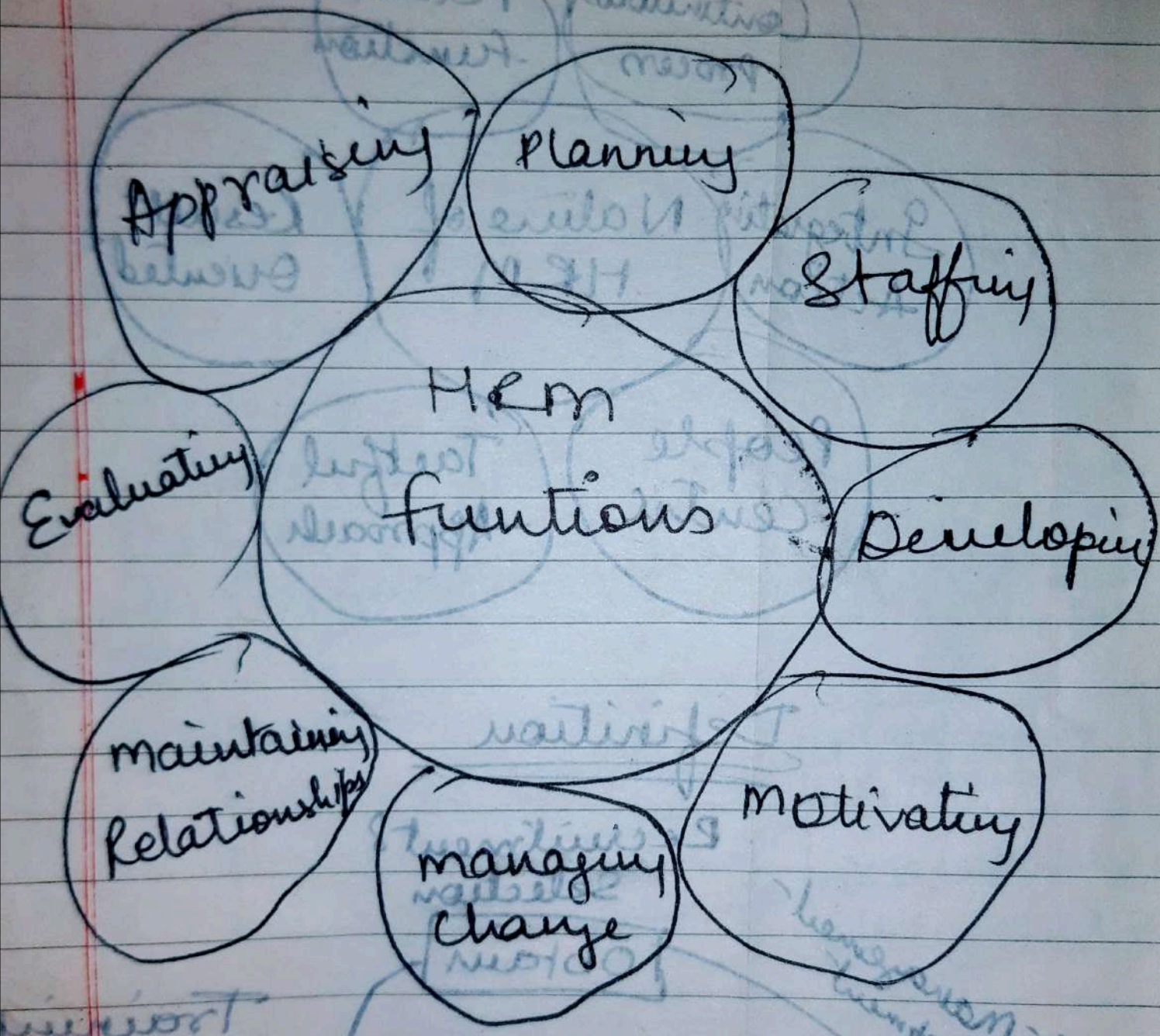
Motivation, welfare, health and safety :- Motivation becomes important to sustain the number of employees in the company. It is the job of the Human Resource department to look into the different methods of motivation. Apart from this certain health and safety regulations have to be followed for the benefits of the employees. This is also handled by the HR department.

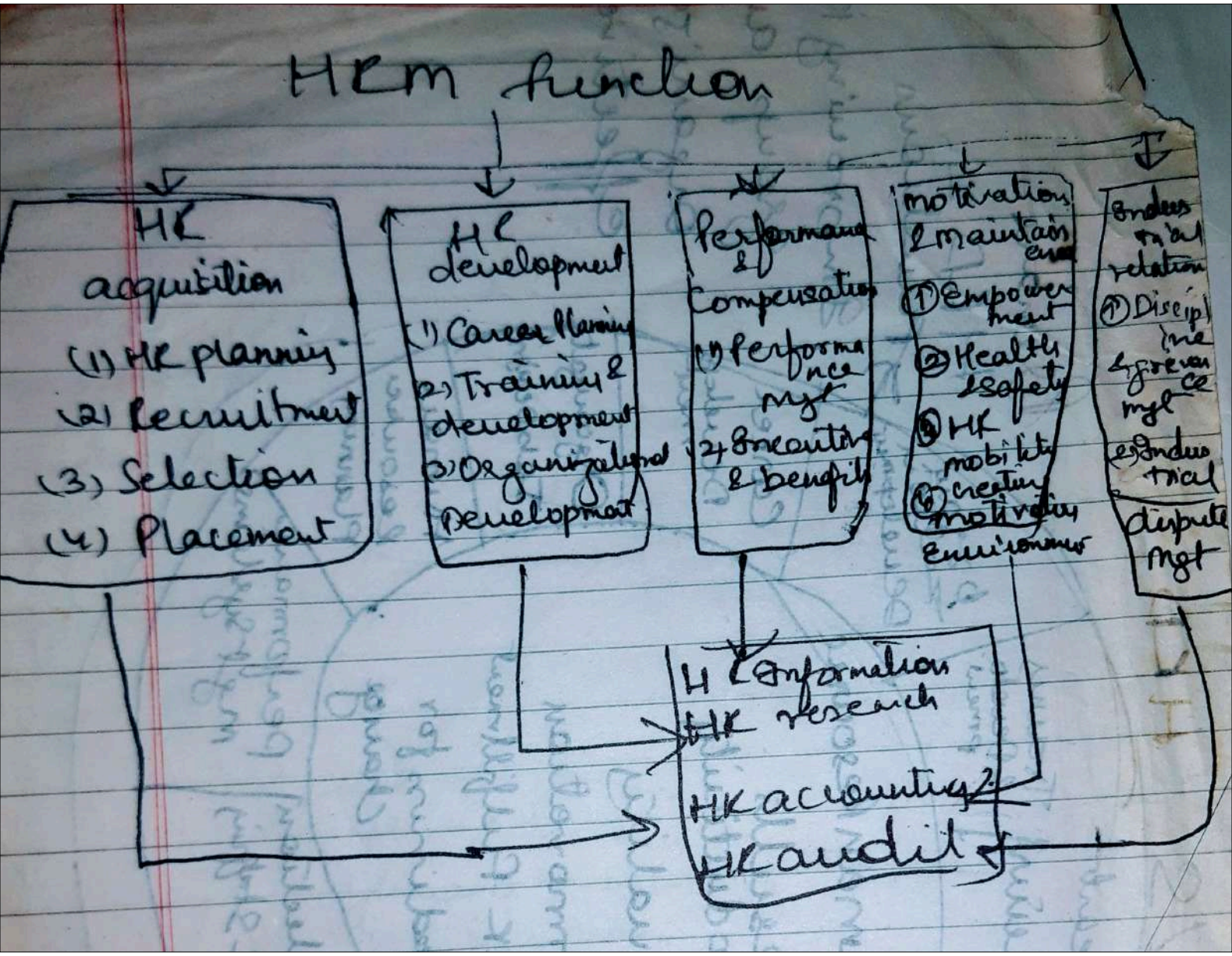
Industrial relations :- Another important area of Human Resource Management is maintaining co-ordinal relations with the union members. This will help the organization to prevent strikes lockouts and ensure smooth working in the company.

HRM landscape

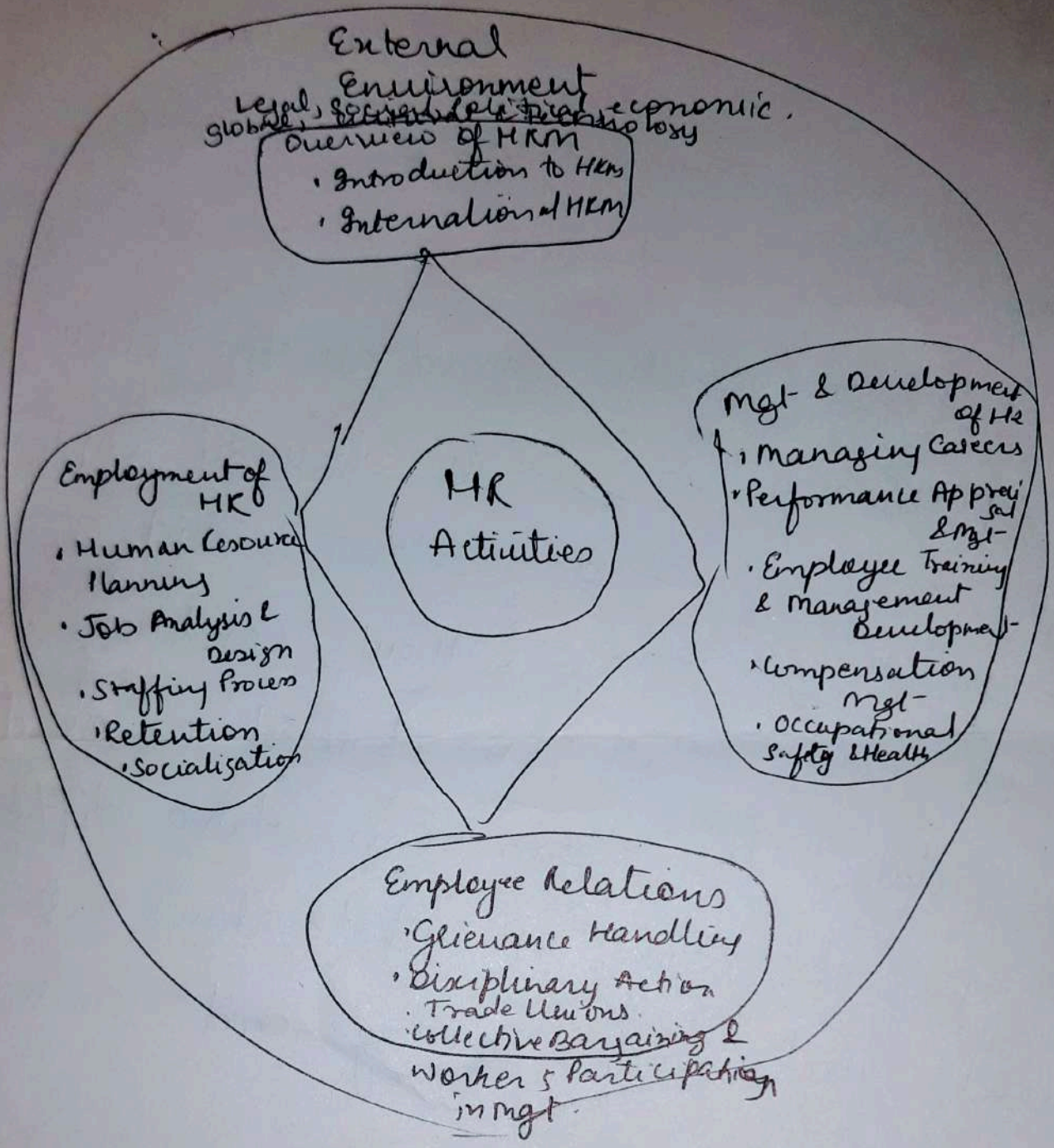


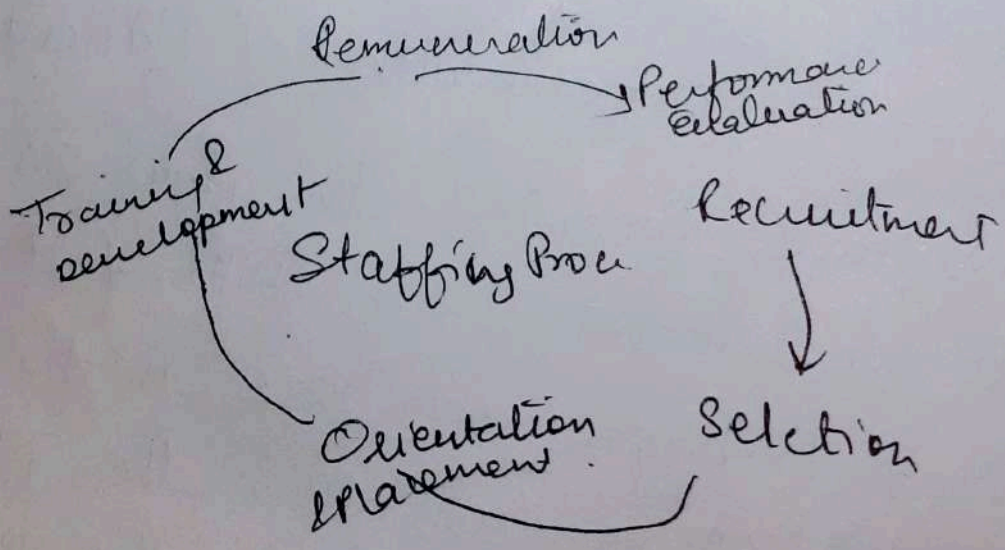
funtions of HRM




HRM function
HR acquisition
(1) HR planning
(2) Recruitment
(3) Selection
(4) Placement
HR development
(1) Career Planning
(2) Training & development
(3) Organizational development
Performance & Compensation
(1) Performance mgt
(2) Incentive & benefit
motivation & maintain
(1) Empowerment
(2) Healthy & safety
(3) HR mobility
(4) motivation
Environment
Industrial relation
(1) Discipline & grievance mgt
(2) Industrial dispute mgt
HR information
HR research
HR accounting
HR audit

HR Management Activities





HUMAN RESORCE MANAGEMENT

- Business houses are made or broken in the long run not by markets or capital, patents or equipment but by men. Of all the resources manpower is the only resource which does not depreciate with the passage of time. This resource is called human resource.
- Human resource refers to the total knowledge, skills, creative, abilities, talents & aptitudes f an organization workforce as well as the values, attitudes & beliefs.
- It includes both quantitative & qualitative measurement.
- Human resource are also called human assets or human capital.
- Human resource is wider than the term personnel.
- Human resource management is the planning, organizing, directing & controlling of the procurement, development, compensation, integration, maintenance & reproduction of human resource to the end that individual, organizational & societal objectives are accomplished.
- Characteristics of Human resource Management-

1) Comprehensive function (covers all types of people at all levels in the organization).

2) People oriented.

3) Action oriented.

4) Individual oriented.

5) Development oriented.

6) Pervasive functions (at all levels such as production, marketing, finance).

7) Continuous process.

8) Future oriented.

9) Challenging function, science as well arts, staff function, young discipline, interdisciplinary and nervous system.

- HRM is a staff function but a line responsibility it means staff will advise and managers will be responsible for doing work through employees.
- Human resource system transforms input (people) in to output (productive) human resources in collaboration with other subsystems.
- Human resource system seeks to achieve following objectives-

1) High productivity

2) Better quality of life for all employees.

3) An agent of change & progress.

- Functions of Human Resource Management

1) Managerial functions ➢ Planning ➢ Organizing ➢ Staffing ➢ Directing/leading ➢ controlling	1) Operating functions ➢ Procurement function 1) Job analysis 2) Human resource planning 3) Recruitment 4) Selection 5) placement 6) induction/ orientation ➢ Development function

	1) performance appraisal 2) training 3) Executive development 4) Career planning & development ➢ Compensation function 1) Job evaluation 2) Wage & salary administration 3) Bonus ➢ Integration function ➢ Maintenance function

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➢ Scope of Human Resource Management

1) Labour or human resource aspects.

2) Welfare aspects

3) Industrial relations aspects

➢ Evolution of human resource management

1) Commodity concept (guild system- a closely knit group concern with selection, training, reward and maintenance)

2) The factor of production concept

3) The paternalistic concept (welfare schemes)

4) Humanitarian concept (human problems)

5) Human resource concept (employees as valuable assets of organization)

6) Emerging concept

➢ Human resource department is established as a staff department to advise all other departments and the top management on human resource matters.

➢ Human resource manager as the head of the human resource department exercise line authority over his own staff but in relation to other department he is a staff expert expected to provide advice & information on human resource matters.

➢ Human resource management is a line management responsibility but a staff function.

➢ HRM department creates & maintains the environment in which employees can work effectively to accomplish organizational goals & at the same time satisfy their personal needs.

➢ The recognition that employees are central to achieving competitive advantage has to the emergence of new discipline known as strategic human resource management.

➢ Strategic Management is that set of managerial decisions and actions that determine the long term performance of a corporation. It includes environmental scanning, strategy formulation, strategy implementation & evaluation & control.

➢ Strategic HRM is defined as the integration of HRM with the strategic goals and corporate strategy so as to improve business performance & achieve organizational goal.

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Importance of HRM.

1. Effective utilisation of Resources.
2. Development of the resources.
3. To incorporate innovations
4. Integrating various interest groups.
5. Motivating the human resources.
6. Enhancing the employee satisfaction.
7. Encouraging employee engagement.
8. Ensuring the implementation of labour la
9. Maintaing Industrial Relations.
10. Welfare of the people & society.

Importance of HRM

- Attract & retain talent
- Train people for challenging roles
- Develop skills & Competencies
- Promote team spirit
- Develop loyalty & commitment
- Increase Productivity & profits
- Improve job satisfaction
- Enhance standard of living
- generate employment opportunities
- Greater trust & respect

Importance of HRM

- Formulation of HR policies.
- Implementation of HR Policies
- Review of employee needs
- Development of social welfare
- Utilization of Human Resources
- Development of labour Management relations.
- Overall development of organizat

Golden Principles of HRM.

1. Recruitment to retirement
2. People (men) behind the machines
3. Hire for attitude, recruit for skills.
4. Appreciate attitude but respect intelligence
5. Hire slow, fire fast.
6. Shed complexity, wed simplicity
7. HR leaders are king & queen makers
8. To serve is to lead & live.

Megatrends determine future challenges in HRM

Innovation	▷ Acquire the right talents ▽ give the right rewards ▷ Support life-long learning
Demography	▷ leverage employee potential ▷ Support diversity
Globalization	▷ Build Successors ▷ Retain and share knowledge
Web 2.	▷ Shape attractive work conditions ▷ Manage strategic changes
Value Change	▷ Use latest technologies ▷ Retain the best talents.

COMPETITIVE ADVANTAGES.

Value change is an ongoing adjustment made to a stock's price to reflect the number of ofs orders issued and current by investors.

(Web 2.0 – The second stage of development of the internet-characterized especially by the change from static web pages to dynamic or user generated content and the growth of social media.

Human Resource Management

All planned and controlled activities of an organization to build and maintain the relation between employees and the organization in order to meet both business objectives and employee expectations.

Challenges in HRM

1. Managing the Vision
2. Internal Environment
3. Changing Industrial Relations.
4. Building Organizational Capability
5. Jobs Design and Organization structure
6. Managing the large Work force
7. Employee satisfaction.
8. Modern Technology.
9. Computerised Information System.
10. Managing Human Resource Relations