



Study of scops and feature of Human resource management

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Abstract

It is the process of hiring, training, paying, setting rules for, and devising strategies for retaining employees as part of HRM. Throughout the previous twenty years, HRM has seen a number of changes, making it an even more critical component of today's enterprises. Previously, human resources management (HRM) was more of an administrative role than a strategic one that was critical to the success of the organisation. HRM now encompasses a wide range of activities, including payroll, birthday gifts for employees, organising company outings, and making sure forms are filled out correctly. Ex-GE CEO and management expert Jack Welch sets up the new function of human resources management in a succinct manner: "Leave behind the celebrations, birthdays, and registration papers.... It's crucial to remember that "HR is defined in bad times."

Key words: Human, resource, management, processing, company etc

Introduction

A company's strategic goals and objectives are met through maximising employee performance via HRM (Human Resource Management). HRM, in particular, focuses on the management of people in the workplace, with a particular emphasis on policies and procedures. Employee recruitment, selection, orientation, and induction, as well as training and skill development, are all part of HRM. Human Resources Management (HRM) also includes employee assessments such as performance evaluations, facilitating proper compensation and benefits, encouragement, maintaining proper relations with labour and with trade unions, and taking care of employee safety, welfare, and health by complying with labour laws in the state or country concerned. It is the responsibility of human resource management to create employment opportunities and deal with the people who already possess them (employee). One must be recognised in order to work in an organisation. In order to find the proper individual for a particular position, a notice with a job description (responsibilities and obligations) and specifications should be released (academic qualifications and physical qualifications). Candidates should be examined using the appropriate selection processes to ensure that they are the proper fit for the position. Candidates who have been accepted into the programme



should next be given the necessary training to carry out their tasks and obligations. In the future, it will be necessary to evaluate the performance of workers in order to determine whether or not they are meeting the management's expectations..

Definitions

Edwin Flippo defines- “Human Resource Management as *“planning, organizing, directing, controlling of procurement, development, compensation, integration, maintenance and separation of human resources to the end that individual, organizational and social objectives are achieved”*”.

The National Institute of Personal Management (NIPM) of India has defined human resources – personal management as *“that part of management which is concerned with people at work and with their relationship within an enterprise. Its aim is to bring together and develop into an effective organization of the men and women who make up enterprise and having regard for the well – being of the individuals and of working groups, to enable them to make their best contribution to its success”*”.

According to Decenzo and Robbins, *“Human Resource Management is concerned with the people dimension”* in management. Since every organization is made up of people, acquiring their services, developing their skills, motivating them to higher levels of performance and ensuring that they continue to maintain their commitment to the organization is essential to achieve organisational objectives. This is true, regardless of the type of organization – government, business, education, health or social action”.





Importance of Human resource

Every product or service is the result of a human thought, effort, and many hours of labour (working hours). Human beings are essential to the production of any product or service. Creating or building anything requires the use of human beings. Every company wants to have the greatest and most competent personnel in order to be the best and most competent. Human resources management (HRM) focuses on the first of the five Ms of management, which is men. Men are said to be the most difficult of the five Ms to control. Since males have the ability to control the other Ms, they are distinct from the other Ms since "every guy is different from another." Unlike the other Ms, which are either lifeless or abstract, they are able to think and make decisions for themselves.

The Scope of HRM

“The scope of HRM is very wide. It consists of all the functions that come under the banner of human resource management. The different functions are as follows –

- **Human Resources Planning**

It is the process by which a company identifies how many positions are vacant and whether the company has excess staff or shortage of staff and subsequently deals with this need of excess or shortage.

- **Job Analysis Design**

Job analysis can be defined as the process of noticing and regulating in detail the particular job duties and requirements and the relative importance of these duties for a given job. Job analysis design is a process of designing jobs where evaluations are made regarding the data collected on a job. It gives an elaborate description about each and every job in the company.

- **Recruitment and Selection**

With respect to the information collected from job analysis, the company prepares advertisements and publishes them on various social media platforms. This is known as recruitment.

A number of applications are received after the advertisement is presented, interviews are conducted and the deserving employees are selected. Thus, recruitment and selection is yet another essential area of HRM.

- **Orientation and Induction**



After the employees are selected, an induction or orientation program is organized. The employees are updated about the background of the company as well as culture, values, and work ethics of the company and they are also introduced to the other employees.

- **Training and Development**

Employees have to undergo a training program, which assists them to put up a better performance on the job. Sometimes, training is also conducted for currently working experienced staff so as to help them improve their skills further. This is known as refresher training.

- **Performance Appraisal**

After the employees have put in around 1 year of service, performance appraisal is organized in order to check their performance. On the basis of these appraisals, future promotions, incentives, and increments in salary are decided.

- **Compensation Planning and Remuneration**

Under compensation planning and remuneration, various rules and regulations regarding compensation and related aspects are taken care of. It is the duty of the HR department to look into remuneration and compensation planning.

Features of HRM

Human Resource Management as a discipline includes the following features –

- It is pervasive in nature, as it is present in all industries.
- It focuses on outcomes and not on rules.
- It helps employees develop and groom their potential completely.
- It motivates employees to give their best to the company.
- It is all about people at work, as individuals as well as in groups.
- It tries to put people on assigned tasks in order to have good production or results.
- It helps a company achieve its goals in the future by facilitating work for competent and well-motivated employees.
- It approaches to build and maintain cordial relationship among people working at various levels in the company”.

Conclusion

Personnel management, an earlier management approach for workers, has developed into human resource management. In order to understand the development of people management,



one must look back at the work of some of the greatest psychologists of all time. In 1924, Elton Mayo, a psychologist from Australia, conducted a series of tests on human behaviour in a variety of settings. Job-life balance was important to him, and he placed a high value on interpersonal relationships in his work, earning him the title "Father of Human Resources Management" for his contributions in this area.

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