



HUMAN RESOURCE MANAGEMENT

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ABSTRACT

Human resource management outline the importance of HRM and is different function in an organization. It examines the various HR processes that are concerned with attracting, managing, motivating and developing employees for the benefit of the organization.

INTRODUCTION

The human resources department handles many necessary function of your business. It consists of acquisition, development, motivation, maintenance, providing labor law compliances, record keeping hiring and training.

Scott, Clothier and Spriegel have defined Human Resource Management as that branch of Management which is responsible on a staff basis of concentrating of those aspects of operations which are primarily concerned with the relationship of management to employees and with the development of the individual and the group.

Human Resource Management is responsible for maintaining good human relation in the organization. It is also concerned with the development of individuals and achieving integration of goals of the organization and those of the individuals.

Northcote consider human resource management as an extension of general management, that of prompting and stimulating every employee to make his fullest contribution to the purpose of a business. Human resources management is not something that could be separated from the basis managerial function. It is a major component of the broader managerial function.

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“Management is personal administration” This view is partially true as management is concerned with the effective use

of both human as well as non-human resources. Thus human resource management is only a part of the management process. At the same time, it must be recognized that human resource management is inherent in the process of management. This function performed by all the managers. A manager to get the best of his people must undertake the basic responsibility of selecting people who will work under him and to help develop, motivate and guide them. However, he can take the help of the specialized services of the personal department discharging this responsibility.

The nature of the human resource management has been highlighted in its following feature.

1) **Pervasive and Inherent Part of Management :-**

Human resource management is inherent in the process of management. This function is performed by all the managers throughout. This functions performed by all the managers throughout the organization rather than by the personal department only. If a manager is to get the best of his people, he must undertake the basic responsibility of selecting people who will work under him. Human Resource Management is a pervasive function of management. It is performed by all managers at various level in the organization.

2) **Planning and Organization :-**

The planning function of human resource department pertains to the steps taken in determining in advance personal requirements, personal requirements, personal programmers, policies etc. After determining how many and what type of people are required a personal manager has to devise ways and means to motivate.

Under organization, the human resource manager has to organize the operative functions by designing structure of relationship among jobs, personal and physical factors in such a way

so as to have maximum contribution towards organizational objectives. In this way a personal manager performs following functions :

3) Directing and Controlling :-

Directing is concerned with initiation or organized action and stimulating the people to work. The personal manager directs the activities of people of the organization to get its function performed properly. A personal manager guides and motivates the staff of the organization to follow the path laid down in advance.

It provides basic data for establishing standards, makes job analysis and performance appraisal, etc. All these techniques assist in effective control of the qualities, time and efforts of works.

1. Procurement of Personal :- It is concerned with the obtaining of the proper kind and number of personal necessary to accomplish organization goals. It deals specifically with such subject as the determination of manpower requirements, their recruitment, selecting, placement and orientation etc.

2. Development of Personal :-

Development has to do with the increase through training, skill that is necessary for proper job performance. In this process various techniques of training are used to develop the employees. Forming a sound promotion policy, determination of the basis of promotion and making performance appraisal are the element of personal development function.

3. Compensation to Personal :-

Compensation means determination of adequate and equitable remuneration of personal for their contribution to organization objectives. To determine the monetary compensation for various jobs is one of the most difficult and important function of the personal management. A number of decisions are taken into the function, viz. job-evaluation, remuneration, policy, incentive and premium plans, bonus policy and co-partnership etc. It also assists the organization for adopting the suitable wages and salaries, policy and payment of wages and salaries in right time.

4. Maintaining Good Industrial Relation :-

Human Resource management covers a wide field. It is intended to reduce strifes, promote industrial peace, provide fair deal to workers and

establish industrial democracy. If the personal manager is unable to make harmonious relations between management and labor industrial unrest will take place and millions of man-days will be lost. If labor management relations are not good the moral and physical condition of the employee will suffer, and it will be a loss to an organization vis-a-visa nation. Hence the personal manager must create harmonious relations with the help of sufficient communication system and co-partnership.

5. Record Keeping :-

In record-keeping the personal manager collects and maintains information concerned with the staff of the organization. It is essential for every organization because it assists the management in decision making such as in promotions.

6. Personal Planning and Evaluation :-

Under this system different types of activities are evaluated such as evaluation of performance, personal policy of and organization and its practices, personal aut it, morale, survey and performance appraisal etc.

7. People Centre's :-

HRM is about people at work both as individuals and a group. It tries to help employees to develop their potential fully. It comprises people relates functions like hiring, training and development.

IMPORTANCE OF HUMAN RESOURCE MANAGEMENT

Human Resource Management has a place of grant importance. According to Peter F. Drucker, "The paper or improper use of the different factors of production depend on the wishes of the human resources. Hence besides other resources human resources need more development. Human resources can increase cooperation but it needs proper and efficient management to guide it"

Importance of personal management is in reality the importance of labour functions of personal department which are indispensable to the management to the management activity itself, Because of the following reasons human resource management holds a place of importance.

1) It helps management in the preparation adoption and continuing evolution of personal programmers and policies.

Conclusion :

In short, human resource management is the process of recruiting selecting employees, providing proper orientation and induction, imparting proper training and developing skills.

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