

CHAPTER - 1

HUMAN RESOURCE

MANAGEMENT

MEANING :-

- HRM is concerned with people at work and their relationship within the organization.
- HRM is wider in scope.
- According to Edwin B. Flippo, “ HRM is planning, organizing, directing and controlling of the procurement, development, compensation , Integration, management and reproduction of human resource to the end that individual, organizational and societal objectives are accomplished,”

FEATURES OF HRM :-

1. PERVASIVE FUNCTION :-

- Human resource management is required in all organizations at all level.
- It is useful and necessary in Govt. organization, NGO's, sports club, religious organization.
- Each and every organization is involved in HRM function.
- Generally in big organization there is Human Resource Department.

2. CONTINUOUS FUNCTION :-

- Management of human resources is an ongoing or never-ending exercise rather than a 'one shot' function.
- HRM requires a constant alertness and awareness of human relations and their importance in everyday operations.

3. COMPREHENSIVE FUNCTION :-

- HRM is concerned with managing people at work within the organization.
- It cover all type of people at all level in the organization.
- It is applicable to worker, officer, managers, supervisors and other personnel.



4. CHALLENGING FUNCTION :-

- HRM is called a challenging Job because it is concerned with people and they are different from each other.
- It is due to the dynamic nature of the people.
- People have sentiments and emotions so they can not be treated like machine. It is therefore necessary to handle them tactfully.

5. ACTION ORIENTED :-

- HRM focuses on action rather than on record keeping or procedures.
- It aims to achieve both organizational objectives and employee's personal goals.

6. PEOPLE ORIENTED :-

- HRM is concerned with employees as Individuals as well as groups.
- It is the process of bringing people and organizations together so that the goals of the organization can be achieved.

7. INDIVIDUAL ORIENTED :-

- Under HRM every employee is considered as an Individual so as to provide services and programmes to facilitates employee satisfaction and growth.

8. DEVELOPMENT ORIENTED :-

- HRM is concerned with developing potential of employees so that they get maximum satisfaction from their work and give their best effort to the organization.

9. FUTURE ORIENTED :-

- HRM is concerned with helping an organization to achieve its objectives in the future by providing competent and well motivated employees.

10. SCIENCE AS WELL AS AN ART :-

- HRM is a science as it contains an organized body of knowledge consisting of principles and techniques.
- It is also an art because it involves application of theoretical knowledge to the problems of human resources.

11. HRM IS AN INTEGRAL PART OF MANAGEMENT PROCESS :-

- HRM is an essential element of the process of management.

12. SCOPE OF HRM IS WIDER :-

- Staffing is a part of human resource management though the function involved in both are the same.
- Staffing is concern with procurement, development, compensation, Integration, Maintenance of executives.
- On the other hand, HRM Involve procurement, development, compensation, Integration, Maintenance of both executives and non-executives.

13. STAFF FUNCTION :-

- The function of HRM is advisory in nature.
- HRM do not manufacture or sell goods rather they contribute to the growth and success of the organization by advising the operative departments on HR matters.

14. NERVOUS SYSTEM :-

- HRM is similar to the nervous system in the human body.

15. YOUNG DISCIPLINE :-

- Human Resource Management is considered as a young discipline as it is of recent origin.
- It has started in the last part of the 19th Century.
- It is a new specialized area as compared to manufacturing and marketing.

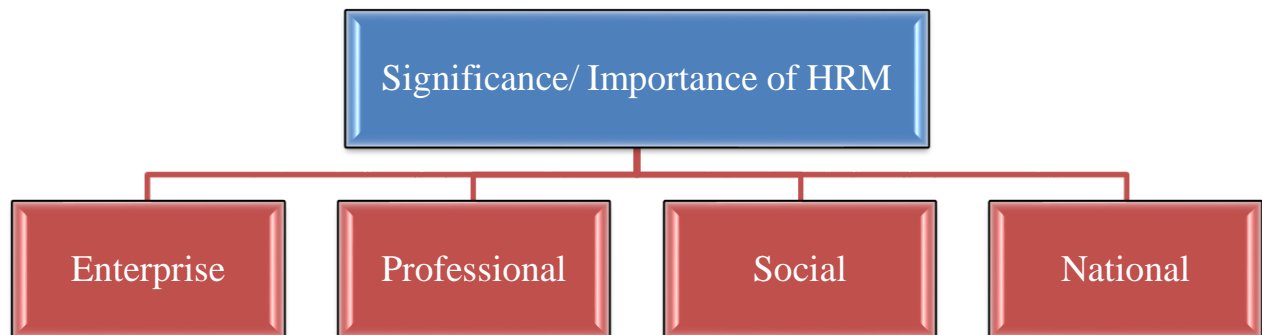
16. INTER-DISCIPLINARY :-

- Human Resource Management is Inter-disciplinary because it Involve application of knowledge drawn from several discipline like Sociology, Anthropology, Psychology, Economics, etc.
- To deal with human problems effectively a manager must have knowledge about all this.

OBJECTIVES OF HRM :-

1. Organizational Objectives : To ensure efficiency and effectiveness of the organization.
2. Employee Objectives : To ensure maximum satisfaction and development of every employee.
3. Social Objectives : To ensure Industrial peace and progress in society.

SIGNIFICANCE/ IMPORTANCE OF HRM :-



Significance for an enterprise :-

Human Resource Management plays a vital role in an organization by helping to achieve its goal more efficiently and effectively in the following ways :-

- It helps in utilizing the available human resource properly.
- It helps in securing co-operation of employees by motivating them, their participation, etc.
- It helps to develop necessary skills and right attitudes among the employees through learning, development, etc.
- It helps to attract and retain the required talent through effective human resource planning, recruitment, selection, placement, orientation, compensation and promotion policy.
- It helps in ensuring that the enterprise will have in future a team of competent and dedicated employees.

Social Significance :-

- HRM plays an important role for the society as it helps to enhance the dignity of labor in the following ways :-
 - ✓ HRM provides suitable employment which provides social and psychological satisfaction to people.
 - ✓ It maintains a balance between the Job available and the job seekers.
 - ✓ Eliminating waste of human resource through conservation of physical and mental health.

Professional Significance :-

- HRM helps to improve the quality of work life.
- It Promotes team work among employees by providing healthy environment.
- HRM contribution to professional growth in the following ways:-
 - ✓ HRM provides maximum opportunity for personal development of each employees.
 - ✓ HRM helps to maintain healthy relationship among Individual and different work groups.
 - ✓ Allocating work properly.

National Significance :-

- HRM plays a vital role in the development of a nation.
- The level of development in a country depends primarily on the skills, attitudes and values of its human resource.
- Nations are underdeveloped because their people are underdeveloped.