

# A CONCEPTUAL DISCUSSION ON HUMAN RESOURCES AND THEIR MANAGEMENT

## Abstract

Humans are the greatest resources in the nation. Resource creation and destruction are all depends on human. So, human resource management now key point to us. Since the middle of the 20th century many companies have been developed that started an out source of some traditional administrative and transactional HRM tasks. This will intern helps the HR department to strong the business. In modern times, due to the invention of new types of machinery and techniques, the importance of labor workers is no less. The main reason for this is that the worker is the only component of production that coordinates the other components to get the job done properly. Other materials, however good, have no functional value other than workers. At present, with the increase in the size and complexity of business organizations, various complications have arisen in the effective use of manpower. Human resource management strives to increase production and improve service quality by making maximum use of human resources through the proper application of its specialized knowledge, work skills and departmental norms. Proper management and guidance and motivation of the workers results maximum production and services will occur from them.

**Keywords:** Performance management, Recruitment, Training and development.

## Author

**Shibprasad Mondal**

Assistant Professor

Department of Physiology

Uluberia College affiliated to the

University of Calcutta

shibprasadmndal@gmail.com

## **I. INTRODUCTION TO HUMAN RESOURCES**

Peoples are the greatest resources in the nation. The boundary of nature is meaningful if it useful to the man. Human resource management is very important in industry or in business field or economy. It is the part of an organization responsible for the management of life cycle of employees (e.g. finding,, recruiting, screening, training as well as providing employees benefits). Like all other resources, human resources are not equally distributed throughout the world because it is depends on human education level, age, sex etc. The pattern of distribution is extremely uneven. Some area are more crowded (i.e. south Asia, Europe) and some are very less crowded (i.e. high altitude region). The distribution and density of the population are determined by different factors like topography, climate, economy, culture and so on.

The composition of population is very important to determine how many male and female are present, how much they are educated and their employment status and economic levels, their health status are all included. An interesting way for the measurement of population composition in a country is the development of pyramid also called age- sex pyramid.

Since the middle of the 20th century many companies have been developed that started an out source of some traditional administrative and transactional HRs tasks. This will intern helps the HR department to strong the business. HRs department must follow the following principles in a business field:

- Managing and using the people more effectively.
- HR departments must set up effective employee compensation, benefits, and terminations.
- Providing suitable environment to encourage innovation, creativity, and flexibility and enhance competitiveness.
- Every plan must be scientifically towards career development.
- Developing competencies that enhance the individual and organizational performance to increase the production.

## **II. HUMAN RESOURCE MANAGEMENT (HRM)**

Human resource management is considered as a sum total personnel management. Resource creation and destruction are all depends on human. So, human resource management now key point to us. HRs management strives to increase production and improve service quality by making maximum use of human resources through the proper application of its specialized knowledge, work skills and departmental norms. No organization can run without human resource management. Every organization must carry out day-to-day operations of executive and labor recruitment and selection, recruitment, training, transfer, promotion, retirement, etc. to strengthen the business.

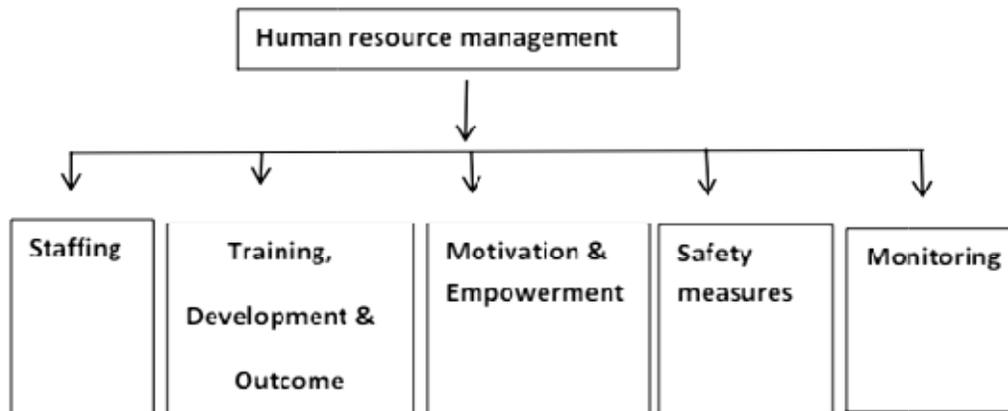
## **III.OBJECTIVES OF HUMAN RESOURCE MANAGEMENT**

For utilizing the materialistic resources maximally towards optimum productivity, the different objectives of human resource management in any business field are discussed below:

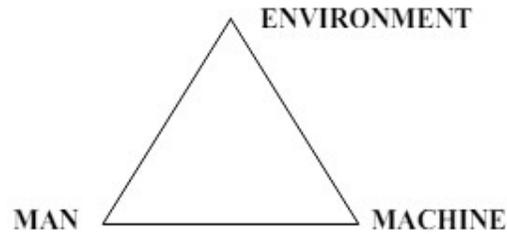
1. **Skill Manpower:** The first objective of human resource management is to develop skill and efficient manpower so that the productivity will more and business area will be strong.
2. **Resource Utilization:** Productivity totally depends on resource. So resource identification and utilization is very important in any business field. If materialistic resources are available then productivity will more.
3. **Appointment of Skill Workers:** There are many departments in a business area. If you appointed very effective employee in all departments of any field then desirable product with good quality will found that reduces excess money loss and reduce the number of worker. So, this is another most important objective of HRM.
4. **Training:** To improve the knowledge and functional ability of appointed worker always force through proper training. This will help to achieve goals of human resource management.
5. **Motivation:** The development of civilization totally depends on human. Proper motivation or correct message on the basis of worker activity if you able to apply then functional efficiency with satisfaction is improved.
6. **Job Analysis:** There are many type of work. All workers are not efficient in all fields. So, job analysis is also an important objective of human resource management. The worker must be appointed according to their desire field which is pleasant to worker.
7. **Salary Evaluation:** Money is the energy to the worker. So, proper salary structure evaluation is another important objective of HRM. If the entire worker is satisfied for their salary for a specific field according to their efficiency, then the speed and rate of work will be increase.
8. **Relationship:** There are various types of work in an organization and so different efficient staff to be set-up to perform these tasks. Among all the working staff, the human resource management department takes various steps to maintain good relationships so that job satisfaction occurs.
9. **Good Working Condition:** Working environment for employees must be well to optimize the products.
10. **To Increase Production:** Proper guideline is very essential towards optimum productivity among all the employees in organizations.

#### IV. FUNCTIONS OF HUMAN RESOURCE MANAGEMENT

For reputation of an organization, the main function of human resources management is to recruiting the qualified and efficient worker and all the employees must be placed in proper field according to their eligibility and maintain a good man- machine- environment system. The main goal of HRM is to highest productivity. For that purpose, the function of HRM can be divided into five categories. It is shown in the figure below:



- 1. Staffing:** This is the process of filling of required staff by an organization in a specific field of work and for that purpose some steps must be followed like Job analysis, planning of human resources, recruitment and selection and finally placement and guidance them.
- 2. Training, Development and Outcome:** Newly appointed employees must be channelized into proper training to build efficient worker so that they helps to achieve the goal of business just like teacher- students- outcome strategy. This is the most important function of human resource management.
- 3. Motivation & Empowerment:** Healthy environment can be made only through proper motivation and empowerments. All the employees must be appointed in proper field according to their efficiency so that they are motivated and love and respect their job. Making suitable environment so that there is a good relationship among all the stuff of a company or institution are maintained that means their suitable salary, all the required equipment for better outcome, proper guider etc. all are facilitated by the HRM.
- 4. Safety Measures:** For successful business man- machine- environment system must be maintained. If one part is affected then it also affect on other **just like a triangle**. In that sense, the concept of safety measures is considered. If the environment is not safety that means proper electricity, ventilation etc facilities are not provided then man and machine are not functions properly. Again, if machine is functionally disturbed or create problem during activity, then there is a chance for accident. So, to avoiding sudden accident, the three parameters of safety measurement must be a good functional approach of human resources management. This is the main indicator of productivity (see fig .bellow).
- 5. Monitoring:** Final most important function of HRM is the continuous monitoring of all approach regarding business like Staff recruitment, management of training, providing motivational environment, safety measurement etc. This should in a cyclical way at a certain interval until the goal is reaches to highest point.



**Figure 1:** Showing the Three Related Approaches of Safety Measures.

## V. IMPORTANCE OF HUMAN RESOURCE MANAGEMENT

Peoples are the greatest resources among all the objects in the nation because all destruction and creation are performed by human. Therefore, the management of human resource is very important ethics to us. The various significance of human resource management is discussed below:

- 1. Maximum use of Human Resource:** The task is to properly utilize the employees working in the organization by taking various steps. Through manpower planning, management enables employees to achieve the desired goals of the organization because all the materials and spatial elements of production are inactive. The importance of human resource management department is very wide in this case as they become active by touching the human material or workers.
- 2. Maximum Utilization of Material Resources:** Apart from the human resources used in the organization, the best utilization of other material resources and materials can be ensured through management. Proper utilization of all working instruments is essential for human resource management.
- 3. Developing Working Skills of Workers:** Recurrent meeting, program and guidelines are very essential for developing efficient workers. This will helps to optimum productivity with good quality. As a result, organization is benefited in an overall way.
- 4. Preparing Future Development Plan:** The current era is referred as the mechanical era. Our surroundings are changing rapidly due to the advancement and development of technology. Therefore, human resource management takes various long-term plans for the organization to keep pace with the changing conditions and takes steps to implement them.
- 5. Recruiting Appropriate Personnel:** Recruiting appropriate personnel is very important point of human resource management. There are many departments in a business area. If you appointed very effective employee in all departments of any field then desirable product with good quality will found that reduces excess money loss and reduce the number of worker.
- 6. Co-ordination:** Good coordination and communication among all the stuff of an organization will help to get job satisfaction.

7. **Job Satisfaction:** Proper evaluation of worker efficiency in which field they are eligible and appointed them with proper salary and good attitude must grow job satisfaction. This is the most important application of human resource management.
8. **Developing the Labor Management Relations:** There are various types of work in an organization and so different efficient staff to be set-up to perform these tasks. In this way human resource management maintain the good relationship among all the labor in a organizations.
9. **Morale Development:** To achieve this objective, various welfare measures have to be taken and this is also the function of human resources management.
10. **Preparing the Wages Policy:** Formulating a wage policy for employees is an important task of human resource management. Employees are satisfied when wages are paid according to expectations. As a result, labor turnover is reduced. Therefore, human resource management is the arrangement of determining and paying the right wages that makes the objective work.
11. **Welfare Activities:** Employees are the life force of the organization. Personnel are all material to the organization and keeping the organization active and dynamic by making full use of spatial resources. So, for their satisfaction, various welfare programs are taken to eliminate them.
12. **Overall Development of the Organization:** HRM is always responsible for all round development of worker to fulfill all the demands of the workers. In this way, a good-mind-bridge is setup. This will ultimately favor for achieving optimal goal.

## REFERENCES

- [1] Gary Dessler, Human Resource Management, Latest Edition, Prentice Hall of India, New Delhi.
- [2] Rihan, Ibrahim. "What is human resources management."Erişim Adresi: [https://www.academia.edu/7775792/What\\_is\\_Human\\_Resources\\_Management\\_](https://www.academia.edu/7775792/What_is_Human_Resources_Management_) (1998).
- [3] Jackson, Susan E., Randall S. Schuler, and Steve Werner. Managing human resources. Mason, OH: South-Western Cengage Learning, 2009.
- [4] Wiliam Aurther & Keith Davis, Human Resource Management, Latest Edition, Prentice Hall of India, New Delhi.