

CHAPTER I

CORE CONCEPT AND RESEARCH DESIGN

1.1 INTRODUCTION

1.2 STATEMENT OF PROBLEM

1.3 OBJECTIVES OF THE STUDY

1.4 SCOPE OF THE STUDY

1.5 RESEARCH DESIGN

1.6 SAMPLING

1.7 SAMPLING DESIGN

1.8 PROCEDURE OF DATA COLLECTION

1.9 STATISTICAL TECHNIQUES USED

1.10 LIMITATIONS OF THE STUDY

1.11 CHAPTER SCHEME

1.1 INTRODUCTION:-

From the earlier term Employment Management evolved the more general term "Personnel Management" which means personnel (human resource) refer's to the employees (staff) working in an organization at different levels. During the later 1960 and 1970 the term Manpower Management become popular. Nowadays Human Resource Management (HRM) is widely used. The human resource is the most productive and most versatile. In addition, the manpower in an organization needs special or human treatment. Employees have a capacity to feel, think and even react. Management has to deal with the employees in a careful and tactful manner. Material resources such as land, machines, raw materials, equipment, etc. are easy to manage. This is because they have no capacity to feel or think or react. This is not in the case with human resource because human resource has a capacity to feel, think and even react quickly in the same manner or even in a more challenging manner.

HRM is concerned with the "people" in management. A factory needs to recruit, select, train, develop, motivate and maintain its people for the successful accomplishment of objectives.

HRM is the term increasingly used to refer to the philosophy, policies, procedures and practices relating to the management of people within organizations. 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 organizations able to acquire, develop, stimulate and keep outstanding workers will be both effective and efficient. Organizations that are ineffective or inefficient risk the hazards of stagnating or going out of business. Human resource thus creates organizations and makes them survive and prosper. If human resources are neglected or mismanaged, the organization is unlikely to do well.

Thus from the above concept of HRM we can easily understand how important is human factor (labour) in every organization for the maximum amount of profit and productivity.

HRM is an approach to the management of people, based on four fundamental principles:

1. Human resources are the most important asset of an organization and their effective management is the key to its success.
2. This success is most likely to be achieved if the personnel policies and procedures of the enterprise are closely linked with, and make a major contribution to the achievement of corporate objectives and strategic plans.
3. The corporate culture and the values, organizational climate and managerial behavior that emanate from that culture will exert a major influence on the achievement of excellence.
4. HRM is concerned with integration- getting all the members of the organization involved and working together with a sense of common purpose.

In its essence, HRM is the qualitative improvement of human beings who are considered the most valuable assets of an organization- the sources, resources and end-users of all products and services. HRM is, no doubt, an outgrowth of the older process and approach. But it is much more than its parent disciplines viz., personnel management and behavioral science.

1.2 STATEMENT OF THE PROBLEM:-

The present study is entitled as “A STUDY OF RECRUITMENT AND SELECTION, TRAINING AND DEVELOPMENT AND PERFORMANCE APPRAISAL OF MANPOWER IN SANJIVANI SAHAKARI SAKHAR KARKAHANA LIMITED PONDA GOA” an attempt would be made to investigate the internal and the external sources of Recruitment Selection and ways of Training and Development of the manpower employed which in return will help in increasing the productivity of the factory. After an employee has been selected for a job, has been trained to do it, his performance should be evaluated. An attempt also made to study the way of performance appraisal system adopted in the factory to assess the contribution of all human resources working at each level of the factory during the specific period of time.

1.3 OBJECTIVE OF THE STUDY:-

1. To provide theoretical background to the concept of Human Resource Management.
2. To indicate the importance of HRM practices in sugar cooperative.
3. To review the profile of Sanjivani Sahakari Sakhar Karkahana Limited.
4. To study the warp process of recruitment placing the employees in Sanjivani Sahakari Sakhar Karkahana Limited.
5. To study the internal factory policies which aims at providing promotion to its employees from within.
6. To study the different ways of training in Sanjivani Sahakari Sakhar Karkahana Limited and to suggest any improved ways of imparting training.
7. To execution whether the employees are satisfied with the reason given to them in regards of technical know how or are then misshapes or accidents committed on the grounds of lack of knowledge.
8. To study the different ways of Performance Appraisal in Sanjivani Sahakari Sakhar Karkahana Limited.

9. To suggest remedial measures in order to improve HRM practices in Sanjivani Sahakari Sakhar Karkahana Limited.

1.4 SCOPE OF THE STUDY:-

For the purpose of detailed investigation in HRM practices a case of Sanjivani Sahakari Sakhar Karkahana Limited Ponda Goa was considered as ideal example. The study of HRM covers the different ways of internal and external sources of recruitment. The procedure adopted by the factory for selection of employees. Types of training programs and the different techniques of training used by the factory to develop the skills of employees. The different traditional and modern techniques adopted by the factory for evaluation of performance appraisal of employees in work spot.

1.5 RESEARCH DESIGN:-

This research study undertaken by selecting Sanjivani Sahakari Sakhar Karkahana Limited Ponda Goa as a case. The attempts where made to consider three main areas of HRM. They are as follows.

- A) Recruitment and Selection
- B) Training and development
- C) Performance Appraisal

1.6 SAMPLING:-

The sampling is the process of learning about the population on the basis of a sample drawn from it. The sampling methods used for the study are

1. Stratified random sampling
2. Purposive sampling

1.7 SAMPLING DESIGN:-

Stratified random sampling method is used to collect the required data inside the factory.

There are fifteen departments in the sugar factory. All these departments are considered for collecting and analyzing the data. The data is collected for both permanent and seasonal employees working in these departments. A well structured questionnaire was prepared and administered by the researcher for this purpose. Each department is considered as strata and employee of the department is considered as sample.

Workers (skilled and unskilled) working at different level plays a vital role in the life of sugar factory. Sugarcane fertilizers provide constant supply of sugarcane to run the factory. The data was collect from the employees working for the factory. For this purpose, purposive sampling of non probability type of sampling design was used.

1.8 PROCEDURE OF DATA COLLECTION:-

In order to pursuer this study the researcher has collected the information through primary sources and secondary sources.

A) PRIMARY SOURCES:-

In order to attain primary sources the data was collected through well structured questionnaire and later on conduct detailed discussion, interaction and interviews with the administrative staff and the employees of the factory. Non participatory observation method was adopted wherever necessary.

B) SECONDARY SOURCES:-

In order to carry out study secondary sources like annual progress reports of the factory, Training expenditure report of the factory, list of Advertisement in newspapers for the purpose of recruitment, reference books available from the Municipal library, University library, Central library, Magazines,

Journals, Newspapers, Internet and Website of the factory was been considered.

1.9 STATISTICAL TECHNIQUES USED:-

The collected data was exposed to different statistical techniques like Percentage, Tabulation, Classification, Graphical presentation of different aspects of respondents like number of employees, source of recruitment, type of training methods of performance appraisal etc.

Thus, the data was analyzed and interpreted with the help of these statistical techniques and conclusions were drawn.

1.10 LIMITATIONS OF THE STUDY:-

1. For the purpose of the study only three areas of HRM- Recruitment and Selection, Training and Development and Performance Appraisal are considered.
2. For the purpose of this study only sugar factory in Goa is considered this is geographical limitation.
3. The sugar factory under consideration is only one factory of its kind in Goa and thus the comparative study is not undertaken by the researcher.
4. Since the area covered by factory is vast and due to the time constraints it will not be possible to interact with each of the employees in detail.
5. Sugar factories are seasonal in nature.

1.11 CHAPTER SCHEME:-

CHAPTER-I

CORE CONCEPT AND RESEARCH DESIGN

In this chapter an exhaustive discussion on the research methodology pertaining to the statement of problem, objective of the study, scope of the study, research design ,sampling, sampling Design, procedure of data

collection, limitation of the study and chapter scheme of research has been highlighted.

CHAPTER-II

THEORETICAL FRAMWORK: HRM AN OVERVIEW, PROCESS AND WAYS OF RECRUITMENT AND SELECTION, TRAINING AND DEVELPOMENT AND PERFORMANCE APPRAISAL

In this chapter an exhaustive discussion on the theoretical review of HRM with its important area such as the different ways of recruitment, selection procedure of the employees, different types and methods of training programs and importance and techniques of performance appraisal system in cooperative sugar factory.

CHAPTER-III

PROFILE OF THE SANJIVANI SAHAKARI SAKHAR KARKAHANA LIMITED DAYANANDNAGAR TISKA GOA

This chapter includes the history of the factory, rational behind the establishment of the factory. Operations of different departments of the factory and the responsibilities of the factory towards the society.

CHAPTER-IV

DATA PRESENTATION, ANALYSIS AND INTERPRETATIONS

Data collected from the administrative staffs and employee's respondent has been presented, analyzed and interpreted by using the tables and graphs. Data is obtained by interviewing 50 employees of the factory.

CHAPTER-V

CONCLUSIONS AND SUGGESTION

This chapter summarizes all the important findings of the study the conclusions and suggestions are drawn by the data analyzed and interpreted critically. A few suggestions for the human recourse management have been made at the end.

BIBLIOGRAPHY

APPENDIX