

- CONCLUSION AND SUGGESTION -

On the basis of the ' Analysis and Interpretation of Data ', and through the observation, following conclusions are drawn.

CONCLUSIONS :

5.1 RECRUITMENT AND SELECTION :

1. The company has only two Directors so the company gets benefit of the principle of 'Centralisation of Authority'.
2. It is found that, majority of employees have been recruited by the source of 'Advertisement' than other sources are as 'Middleman', 'I.T.I', 'Employment Exchange', and by 'Any other source'.
3. For the selection of Employees management has adopted four types of test such as, 'Written Test', ' Medical Test', 'About job' and 'Oral Test' as per grades, nature of job and vacancies.
4. No female employees has been recruited on large number by the company.
5. It is observed that, conveyance facility is not provided by the company.

5.2 PLACEMENT AND TRAINING :

6. It is found that, majority of employees are satisfied regarding the 'placement' and they expressed their opinion as, they have got proper placement as per their qualification and previous experience.
7. Training is essential for newly hired and existing employees. The management gives training to all categories of employees (i.e. Clerical Grade, 'Workers', 'Supervisory', Probationers and for the 'Higher post'

Grades), Methods of Training and Period of Training, both depends upon the nature of work and performance of employees.

8. The Apprenticeship Training Method is adopted by the management for Trainee Engineer, Diesel Machanic, Motor Mechanic and Electrician.

5.3 SALARY AND WAGES:

9. The present pay-scale of employees is revised from 1st September 1987.
10. The salary of each employee, is exhausted in meeting cost of living and when deductions are more, the net salary is insufficient, according to their opinion.
11. It is observed that, large number of employees have done various types of saving such as -'Recurring', 'L.I.C.', 'C.T.D.', 'Society', 'U.T.I.' and 'U.L.I.P.'

5.4 WORKING CONDITION :

12. Working hours are 'Eight' as per the Factories Act and when employees works more than 'Eight' hours the overtime is provided to them.

5.5 TRANSFER AND PROMOTION :

13. It is observed that, majority of employees expressed their opinion as, there is a disturbance in every aspect by 'Transfer' and so many problem arises.
14. Reasons of transfer, are Promotion, Demotion, and Punishment. Only few number of employees are agreed to go elsewhere on transfer.

15. Promotion policy is adopted on the basis of, Merit, Education, Length of service, Previous work and Relation of workers with Management.

5.6 SAFETY AND SECURITY :

16. It is found that, majority of employees are unsatisfied with the hospital facilities provided by the company.
17. Economical security as retirement benefits such as Pension, Provident Fund, Gratuity of job and also in form of 'Insurance', 'Saving A/C', 'First-Aid', provisions are provided by the company and employees are satisfied with these facilities.
18. Company provides the sickness Benefits, Maternity Benefits, Disablement Benefits, Medical Benefits, as per Employees State Insurance Act.

5.7 DISCIPLINARY PROCEEDINGS :

19. In view of employees, the disciplinary proceedings is good.

5.8 JOB SATISFACTION AND ORGANISATIONAL RELATION ;

20. A few number of employees are unsatisfied with their job, because of 'Monotony' in a job.
21. It is observed that, majority of employees are unsatisfied towards the arrangement for the rest time.
22. Drinking water facility is good, and employees are satisfied with secondary needs and other satisfaction.
23. It is observed that, overall organisational relation is healthy. The relation between trade union and management and among the employees, is helpful.

SUGGESTIONS

- 1) Management should consider of 'Employment Exchange' which is an important source of recruitment and it must be notified to employment exchange about certain types of vacancies and recruit the candidates from the applicants registered.
- 2) It is advisable that, management should give the information to newly selected employees about the whole organisation and its personnel practices also, because of the process of 'Recruitment' and 'Selection' is not over with the final selection of candidate.
- 3) There should be own training school of the company and detailed instructions should be given about the job.
- 4) The company should provide the facility of mode of conveyance to employees because majority of the employees come from a long distance.
- 5) In case of saving the ratio is 1:1.4 of saving, persons and non persons respectively. It means, there is no large distinct between this ratio. So there is need of, to clarify the importance of saving and to reduce the percentage of which employees have taken loan from bank, credit society, Provident-Fund for miscellaneous reasons.
- 6) It is advisable, towards the 'Transfer' that a few number of employees want to go elsewhere on transfer, but it depends upon 'How much they get more salary?' so Management should consider the view of the employees.

- 7) There should not be parcility in promotion for this policy management should consider 'An Examination System' instead of the 'Relation of Employees with Management.'
- 8) Management should introduce voluntary retirement, as per Government Services.
- 9) It is advisable that, Management should consider about, providing educational materials and scholarship to childrens of workers.
- 10) The company should have its own and fully equipped hospital, which will be beneficial for the employees in need and also to Management for physical inspection at the time of Recruitment.
- 11) By the 'Workers Participation In Management' Employees get the motivation and encouragement to their performance and for the development of intelligence.

It is the most important base and essence of Modern Management.