

Chapter :-VII

Conclusion & Suggestions.

CHAPTER VII

Conclusions and Suggestions

7.1 Introduction:-

Personnel management is the most important aspect of every organization. Personnel management is an integral part of overall process of management. The organization efficiency, profitability is depends on efficient and effective personnel management of the organization. Therefore, various aspect of personnel management viz. recruitment, training, salary and wage administration, moral and performance appraisal were play an important roll in overall process of effective personnel management.

7.2 Conclusions /Major Findings

7.2.1. Recruitment and Training: -

1. Advertisement and employee referrals are only two sources for recruitment was applied by company. No other sources were applied by company.
2. Most of employees were experienced and they aware about companies recruitment & selection procedure and man power planning. Most of them think companies selection procedure was good.

3. At the time of selection only written and job, tests were taken. No other test was taken by the company.
4. Employer adopts scientific selection procedure and he hires the candidates regardless of the cost.
5. When employees were new and when new machinery was installed the training programs were arranged by the company. No other occasion for arranging training programmes.
6. Most of employees were arrange various training programmes and they think that training programmes were useful to improve productivity and efficiency and they get benefited.
7. Only three types of training programmes were arranged by company. 1) On the job 2) Apprenticeship 3) Supervisory. No other type of training program was arranged by the company.
8. Most of the employees were attends three to five training programmes arranged by the company.
9. After recommendation of supervisor and after analyzing actual work behavior, company decides about arrangement of training programme.

7.2.2. Wage and salary Administration

1. All employees were satisfied in their salary package.
2. Most of the employees getting allowance, making savings and they were aware about different deduction from salary
3. Company gives wages in time to the employees.
4. Companies policy towards rating of work is on time basis
5. There were only three deductions made by company from salary.

7.2.3 Morale Grievances & Discipline

1. Employer follows a good morale system. Present grievance procedure is give satisfaction to employees.
2. Employees get adequate feedback from their subordinates. They were satisfied about disciplinary action taken by the company.
3. Most of the employees were satisfy about employers morale system.
4. Most of the employees done their duty very well because no any one disciplinary action taken against them.
5. All employees were helpful. They cooperate to their subordinates.
6. All employees were agreed about a good moral system will increase productivity.

7. Company was positive about employees moral system. Company takes efforts to increase employees moral, making them well disciplined.

7.2.4 Performance Appraisal

1. Employees promotions were based on purely performance appraisal system.
2. The employees were not happy in present performance appraisal system. Because most of them think that here is, need to modify the present system.
3. After appraisal of performance discussion section did not give adequate feedback to employees.
4. Present performance appraisal system is helpful to effective manpower planning and promotion.
5. While appraisal, appraiser invites the various suggestions from appraisee.
6. Employees were usually accepts criticism from their boss about their performance.
7. In company there were good industrial relations, while working most of the employees get an opportunity to use their special skill & abilities.
8. Employer use his conscious judgment for appraise the employees performance.

9. After appraisal of performance there were expertise & knowledgeable persons were recognized & rewarded.
10. Performance appraisal system is useful as a tool for coaching and counseling to the employees.
11. Present performance appraisal system has ability to improve the employees job performance.

7.3 SUGGESTION:-

The present study is related to, “A critical study of personal management practices in Maharashtra Engineering Admapur”. The study is to understand the different aspects of the personal management with special emphasis on recruitment, training, wage administration, moral and performance appraisal. etc. and is towards knowing the relation between this aspects.

From the above studies, the following suggestions can be drawn.

7.3.1 Recruitment and Training.

1. At the time of recruitment, company should apply various sources. viz, Employment Exchange , school /college, labor union etc. Therefore, company can get eligible and competent persons.

2. Apart from written and job test company can take other tests like medical, group discussion etc. at the time of selection so company can get mentally & physically fit persons.

3. Company can give training at only two occasions. When employees are new and new machinery was installed. However, in the competitive age, there were various new methods and skills were taken place in day-to-day life. Apart from this two types company can also arrange various training programmes like, retraining, public vocational school & colleges, vestibule schools etc.

4. Company should arrange number of training programmes. At least two/three in a year. Therefore, the employees can stay in touch of new technique and skill.

5. With recommendation of supervisor and analyzing actual work, behavior Company can identify training needs. Apart from this company should consult with unions and invites workers suggestions.

6. Company can introduce overtime facility.

7.3.2 Wage & salary Administration.

1. Company should introduce overtime facility. So extra effort able persons get benefit of it.

2. Most of employees were satisfied in their salary package, they get their wages in time. Company should follow this policy in future.

3. Company should get informed to the employees about various deductions from salary.

7.3.3 Morale Grievance & Discipline

1. Employer follows moral system in the company. However, averagely 50% employees were satisfied about system. For overall satisfaction, company should modify the morale system. Various monetary incentive schemes should introduce by the company.

7.3.4 Performance Appraisal

1. Company should modify their present performance appraisal system. Because most of employees think that, there is enough scope for bias/prejudice view of the appraiser.

2. Company should establish separate feedback and discussion section, which enables to employee to perform and judge their self better. Employees good bad things also discussed in detail.

3. Company should give an opportunity to the employees to use their special skill and abilities on various occasions and

problems. It creates a strong and good relation between management and employees.