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<u>1A.</u> Dimension	PM	HRM
Perspective	Short-term perspective	Long-term perspective
Point of View	Compliance	The psychological contract based on commitment
Control	External Control	Self-control
Perception	Pluralist perspective	A utilitarian perspective

1D. Startups rely on a flexible business culture. Structured HR and recruiting practices aren't the first things they prioritize because executives see them as dreadful "corporate" culture-killers that threaten innovation and flexibility.

But when left unchecked, unstructured HR & recruiting processes can foster toxic work environments, create confusion & negatively impact employee morale and retention.

Businesses that deliberately develop a strong HR function show that they value employees & their businesses. These companies are better at:

- Hiring employees
- developing employees
- retaining employees.

Y.A.

1. Job summary - Participates in and may oversee the ordering, receiving, inspecting, storing, issuing & shipping equipment, materials & supplies for hospital departments.

Qualification - One year of shipping & receiving stockroom experience or equivalency; ability to move heavy objects & possess a knowledge of standard warehousing; & demonstrated computer literacy, human relations, effective communications & mathematical skills relations.

In some areas of assignment may require a valid Utah driver's license with proof of insurability, a current food handler's permit, and/or completion of a medical terminology course within one year of employment. Applicants must demonstrate the potential ability to perform the essential functions of the job as outlined in the position description.

Here, this job description has been designed to indicate the general nature & level of work performed by employees within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities & qualifications required of employee to assigned the job.

Main Functions -

- 1) Orders, receives or oversees the ordering & receipt of material, equipment, stock and supplies for the hospital; uses the dept's comp. system to maintain verification of all transactions.
- 2) Researches cost, quality & availability of goods; selects apt. goods & vendors; and make purchases that comply with the dept's budgetary guidelines.

- 3) Assists ~~the~~ hospital staff in evaluating new products & suggesting product substitutions when necessary
- 4) Inspect items received for accurate weight, count & condition; verifies that stock meets specifications & that orders are complete; and resolves order problems with vendors & departments.
- 5) Stores articles by style, size, material, etc. according to department procedures; rotates supplies to ensure that items do not expire before use.

2.

Health care works best when it is a partnership between patients and caregivers. To do the best job, we need your help! Please ask questions and let us know about any worries you have.

Doctor: Depending on your health care needs, your doctor in the hospital may be your own primary care doctor, a specialist or a "hospitalist". Examples of specialists are surgeons & heart doctors. Doctors in training who are supervised by a senior doctor may also be involved in your care.

Nurse: Our nurses are members of your care team. Your nurse will plan & coordinate your care, and will also teach you about your illness and help you learn to care for yourself before you go home. Your nurse will be able to answer your questions & meet with your family to help them understand your care needs.

Nursing Assistant: They work very closely with the nurse. They will help you with bathing, getting in, & out of the bathroom & checking your vital signs.

Case Management Nurse & Social Worker: You will meet these nurses and social workers early in your hospital stay. They will help you plan for your discharge and the medical follow-up you may need when you leave the hospital.

1C:

- Reduces personnel costs
- Provides a better basis for planning employee development
- Improves the overall strategic plan
- Promotes awareness of HR planning at all levels
- Provides tools for evaluation
- Create more opportunities for women and minority groups in work plans.

2A:

- Recruiters are always looking for ways to improve their recruitment process.
- Data analytics simplifies this process very efficiently.
- IQ tests & skills aptitude tests are used to make hiring decisions. Shift to Big Data Analytics which makes the questions better and the answers more telling.
- Data analytics can be used to access whether a candidate:-
  - will be best fit for the role
  - how long will they likely stay
  - what their levels of engagement will be
- Data analytics allows HR teams to gather

information beyond the normal (Educational qualifications etc.) to personality traits, adding another layer of assessments.

1B:

No,

Manufacturing and Service Organizations would have different approach HRM.

The Service Sector runs on HR whereas the Manufacturing Sector uses machines and equipment as the key ~~aspects~~ aspect of production. The H.R.D function in the manufacturing industries is often concerned with payroll, administrative work, and mediating between the management and workers. Mostly, the manufacturing companies lean on the H.R.D function in times of labour unrest ~~and~~ and strikes.

In the Service Sector companies, the H.R.D function plays more important role as the chief sources of competitive advantage in these companies are the human resources. In the service sector like the financial and technical companies, the <sup>brand</sup> value is measured according to level of intellectual capital which is a derivative of contribution of Human Resources in the company.

2C:

Uses of Campus selection process:-

1. Strengthen your employer branding - engaging opportunities

→ Talent is everywhere, but it is your job to find & attract them. Campus

selection process helps you to engage with this emerging talent. Being present at the university provides you with the opportunity to tell students about the benefits that your company offers. You can focus on development, organization culture, & work-life balance opportunities. You have the opportunity to make a great impression on the attendees & make them talk about you to their peers. You can increase your awareness by having a clear & regular program regarding your presence at universities.

## 2: Improve the retention rate

It is well-known that employees tend to feel more loyal to the first employer. If they feel welcome & appreciated, they will also feel a sense of responsibility & ownership. Hiring people right after their graduation is your opportunity to welcome onboard people who will easily be committed, engaged & dedicated to you. It is the time they need to be convinced that you are the perfect place where they can start applying their knowledge & skills.

## 3: Bring new knowledge & skills

College people are a huge source of fresh knowledge. They can bring new perspectives & different ways to deal with issues that a company may be facing today. They are better at thinking out of the box. Not being experienced with the processes your company uses, they sometimes can be naive in their thoughts, & their suggestions could be the next big idea which could boost your company's success.

3A

### → In the MATCHING MODEL of the US MODEL

- A number of writers have commented that business strategy dictates HR strategy. Business strategy is formulated in a rational way, by the top down approach.
- A perfect match between business strategy & HR strategy might not be to the advantage of the organization as a whole.
- It ignores the complex nature of human beings and the possibility that workers & their unions might influence strategic planning.

### → In the Japanese model

The core of this model is an employer's promise to provide human capital investment & employment security to regular employees in exchange for their dedication and skill formation, so as to achieve high productivity. However, this "exchange" is not a legally binding contract but merely an implicit one, and for it to constitute a self-enforcing equilibrium, complementary HRM policies - such as internal promotion and joint labor-management consultations - must also be instituted.

### → In the UK Model

a) DAVID GUEST: has taken the Harvard model and developed it further by defining 4 policy goals:-

- Strategic Integration
- High Commitment
- High Quality
- Flexibility

- b) John Morey:- suggests 4 aspects which constitute the meaningful version of HRM
- HRM is constellation of beliefs & assumptions
  - The central involvement of line managers
  - A strategic thrust informing decisions about people management
  - Reliance upon a set of levers to shape the employment relationship.

Therefore, we can see that out of the 3 models UK Model has the least number of cons and it promotes raising aspirations of Indian Youth the most out of the 3 models.  
Hence Indian government should adopt the UK Model.

2B: Induction is the process of receiving and welcoming an employee when he first joins a company & giving him the basic information he needs to settle down quickly & happily and start work.

Guidelines to be followed to properly implement a good induction programme:-

- Reception
  - Documentation - employee handbook
  - Initial briefing
  - Introduction to the workplace
  - Formal induction courses
  - On the job induction training
- ~~Reception~~ All these guidelines help in achieving certain aims:-

- To smooth the preliminary stage when everything is likely to be strange and unfamiliar to the starter.
- To establish quickly a favourable attitude to the company in the mind of the new employee so that he or she is more likely to stay.
- To obtain effective output from the new employee in the shortest possible time.
- To reduce the likelihood of employee leaving quickly.

- 3B) Job design is the process of organizing work into the tasks required to perform a specific job. Job design involved the conscious effort to organize tasks, duties & responsibilities into a unit of work to achieve certain objective.
- Jobs should be designed in such a way that it motivates the employee to execute it in best possible manner. Excessive specialization and mechanization have made many jobs repetitive & boring. Employees doing such jobs tend to tire easily mentally & hence leave the job. Therefore job should be designed in such a way like rotation of job in different departments etc to increase employee motivation and retention.
  - Sometimes jobs are designed in such a way where employees are made to work long hours or in unsafe conditions. These are a few factors which allow attrition.
- The main goals of designing a job to reduce

attrition rate are:-

- ① Facilitating interest of employee towards jobs & enhancing satisfaction.
- ② Increasing employee motivation & productivity
- ③ Covering more needs of employee participation,
- ④ Ensuring safer working environments
- ⑤ Improving quality of working life of employees
- ⑥ Establishing appropriate provision for the autonomy of doing work.
- ⑦ Equipping employees to participate in decision making.
- ⑧ Presently timely feedback on employee performance
- ⑨ Providing timely recognition & sufficient support to employees.