**Staffing Management Plan**

**Date: June 20, 2023**

**Project Name**: Vindhu-World of Taste Restaurant Website

**Introduction**

A staffing management plan is an approach created to assist organizations in determining the workers they require at all levels and across all departments, and then assisting in their recruitment. Depending on the organization's structure, business model, and methods for completing projects and meeting deadlines, this plan should ideally address the organization's needs in a variety of ways.

Ultimately, a staffing management plan or process is a document that details the various human resources needs that will be met for both staff management and employees. The plan is essentially a component of the project management plan that, by properly managing various teams to complete tasks effectively and efficiently, enables projects to be successful. A project management plan is made to outline precise target objectives and project deadlines for various tasks that your business may need to finish.

Our project's staffing management plan aids in the identification of all the various roles that are necessary to complete it. In this, we define various locations and their functions within the project. This will ensure that everyone involved in the project is aware of their specific responsibilities. To ensure the overall success of our daily operations, a staffing management plan that is tailored to business is essential.

**Staffing Requirements**

This project will require the following internal staff:

* The project manager oversees coordinating team efforts and gathering requirements.
* The project manager will delegate tasks to developers and create the backend.
* Project developers will create the user interface and test the application.

**Staff Assignments**

* **Project Manager:** Will be interacting with the entire team to learn the status of the work and clients to gather any requirements.
* **Project Lead:** Will be responsible for taking charge of the team's daily scrums and will inform the manager of the work situation.
* **Team members:** Will stay committed to the daily scrum and finish the tasks given to them. They will work together with the team lead. They are also in charge of recording all their work.
* **Client:** Will have regular interactions with the manager and take part in meetings where they will clear up the doubts of the developing team.

**Training, Rewards, and Reassignment**

**Training**: At the beginning of the project, training sessions for the staff will be held. These training sessions will focus on the hard and soft skills that employees must have to collaborate with other team members, such as the programming languages that they must learn.

**Rewards:** Employees may receive rewards in the form of recognition, promotions, pay raises, or other benefits depending on how well their work is done.

**Reassignment:** Every time a portion of work is submitted, peer reviews are done. This review of an employee's work will be conducted by a person on the same level or by a superior. If the work is not up to the same level after the peer review, it will be given back to the employee with a change request.