

HUMAN RESOURCE MANAGEMENT

PRESENTED BY

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Defination:-

“Human resource management is a systematic process of managing people working in the organisation.”

Key words:-

HRM is the process of recruiting selecting employees, providing proper orientation and induction, imparting proper training and developing skills. HRM focus on management of people within companies emphasizing an policies and system.

Qualities of HR manager

1) Knowledge:-

A successful HR manager will have a firm educational foundation regarding the functions of human resources. An HR manager must display a willingness to remain abreast of the latest trends, best practices and ethics in their profession, which requires dedication and discipline.

2) Intelligence:-

This includes skills to communicate, articulate, moderate, understand, command over language, mental ability, tact in dealing with people intelligently, ability to draft agreements policies.

3) Empathy:-

Empathy is the ability to place yourself in another person's shoes to understand their thoughts, feelings and perspective. Empathy makes it possible to work co-operatively with people who have very different experience, preferences, styles and opinions.

4) Creativity:-

Creativity encourages employee engagement, leading to better retention. It's a winning strategy for overall success. Highly creative companies also enjoy more financial success. Companies known for their creativity certainly don't hide it, even when it comes to their Human Resource Department.

5) Executive Skill:-

An HR executive needs to have great teamwork skills to do their job well, helps the department and ensure others also do well. The HR executives also have to organise all the events in the company. For this, they have to make an organizing committee and work with others employees of the organization.

6) Leadership Skill:-

Good leadership skills are essential to guide the employees towards achieving the organization's objectives. He should also keeps people motivated and encourages them to use their skills for the overall good of enterprise.

7) Education:-

Personnel manager should possess the learning and teaching skills as he has to learn and teach employees about organisational growth, need for and mode of development of individuals, etc.

8) Decision Making Skills:-

He Should display the ability to make quick decisions. The decisions taken within this function or by it, cover the entire employee lifecycle from the time potential talent is identified to the hiring, performance management, compensation and exit.

9) Communication Skills:-

The most frequently mentioned skill in HR job openings is communication. Communication skills are essential in Human resource management as the HR professional is the link between business and the employee.

10) Social Responsibility:-

CSR can be defined as business self-regulation in purpose of serving the society, which includes human beings, the environments and their own workforce.



Thank You