ROLE OF HUMAN RESOURCE MANAGEMENT FOR EFFECTIVE ORGANISATIONAL FUNCTIONING

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Abstract: Human Resource Management is the process of recruitment and selecting employee, providing orientation and induction, training and development, assessment of employee, providing compensation and benefits, motivating, maintaining proper relations with employees and with trade unions, maintaining employee's safety, welfare and healthy measures in compliance with labour laws of the land. The Human Resources field evolved first in 18th century in Europe. It built on a simple idea by Robert Owen (1771-1858) and Charles Babbage (1791-1871) during the industrial revolution. These men knew that people were crucial to the success of an organisation. They expressed the thought that the well-being of employees led to perfect work. Without healthy workers, the organization would not survive.

Human Resource Management involves management functions like planning, organising, directing and controlling. Human Resource Manager is one of the most important key to open a lock hanging on the door of success in an organisation. If a Human Resource Manager is efficient enough to handle and to take out best from his team members any oragnisation and can achieve more from his target goals. Human Resource manager plays a very important role in hierarchy, and also in between the higher management and low level employees.

Every organisation's desire is to have skilled and competent people to make their organisation more effective than their competitors. Humans are very important assets for the organisation rather than land and buildings. Without employees (humans) no activity in the organisation can be done. Machines are meant to produce more goods with good quality but they should get operated by the human only. Altogether, human resource management is the process of proper and maximises utilisation of available limited skilled workforce. The core purpose of the human resource management is to make efficient use of existing human resource in the organisation.

Keywords: Human Resource Management, Healthy Measures, Industrial Revolution, Organization, Training and Development.

Introduction:

Human Resource Management (**HRM** or **HR**) is the management of human resources. Commonly referred to as the HR Department, it is designed to maximize employee performance in service of an employer's strategic objectives. HR is primarily concerned with the management of people within organizations, focusing on policies and on systems. HR departments are responsible for overseeing employee-benefits design, employee recruitment, training and development, performance appraisal, and rewarding (e.g., managing pay and benefit systems). HR also concerns itself with organizational change and industrial relations, that is, the balancing of organizational practices with requirements arising from collective bargaining and from governmental laws.

HR is a product of the human relations movement of the early 20th century, when researchers began documenting ways of creating business value through the strategic management of the workforce. It was initially dominated by transactional work, such as payroll and benefits administration, but due to globalization, company consolidation, technological advances, and further research, HR as of 2015

focuses on strategic initiatives like mergers and acquisitions, talent management, succession planning, industrial and labor relations, and diversity and inclusion.

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HR emerged as a specific field in the early 20th century, influenced by Frederick Winslow Taylor (1856–1915). Taylor explored what he termed "scientific management" (others later referred to "Taylorism"), striving to improve economic efficiency in manufacturing jobs. He eventually keyed in on one of the principal inputs into the manufacturing process labour sparking inquiry into workforce productivity. Meanwhile, in England C S Myers, inspired by unexpected problems among soldiers which had alarmed generals and politicians in the First World War of 1914-1918, co-founded in 1921 the National Institute of Industrial Psychology (NIIP), setting seeds for the human relations movement, which on both sides of the Atlantic built on the research of Elton Mayo (1880-1949) and others to document through the Hawthorne studies (1924–1932) and others how stimuli, unrelated to financial compensation and working conditions, could yield more productive workers. Work by Abraham Maslow (1908–1970), Kurt Lewin (1890–1947), Max Weber (1864–1920), Frederick Herzberg (1923–2000), and David McClelland (1917–1998), forming the basis for studies in industrial and organizational psychology, organizational behavior and organizational theory, was interpreted in such a way as to further claims of legitimacy for an applied discipline.

Objectives of Human Resource Management:
- To study about societal objectives which are responsible to the needs and challenges of society while minimizing the negative impact of such demands upon the organization.
- To know about organizational objectives which assist to recognize the existence of HRM contribution for organizational effectiveness.
- To examine functional objectives which help to maintain the department's contribution at a level appropriate to the organisation's needs.
- To find out personal objectives which assist employees in achieving their personal goals, at least in so far as these goals enhance the individual's contribution to the organisation.

Methodology: The focus of this present paper is to study on Role of Human Resource Management for Effective Organisational Functioning. Data of the present study were collected through secondary sources. Secondary data required for study have been collected from numerous books, journals, news papers and websites.

Nature of Human Resource Management: Human Resource Management involves management functions like planning, organizing, directing and controlling.
- It involves procurement, development, maintenance of human resource
- It helps to achieve individual, organizational and social objectives
- Human Resource Management is a multidisciplinary subject. It includes the study of management, psychology, communication, economics and sociology.
- It involves team spirit and team work.
- It is a continuous process.

Responsibilities of the Human Resource Managers: The Human Resource Managers are a mid-level position responsible for overseeing human resources activities and policies according to executive level direction. They supervise human resources staff as well as control compensation and benefits, employee relations, staffing, training, safety, labor relations and employment records.

The Human Resource Managers are the most important key to open a lock hanging on the door of success in an organisation. If a Human Resource Manager is efficient enough to handle and to take out best from his team members any oragnisation and can achieve more from his target goals. Human Resource manager plays a very important role in hierarchy, and also in between the higher management and low level employees. Stated below are major responsibilities of Human Resource Manager.

Human resources managers help the people who are involved in an organization to work knowing where they want to reach. They are the goals set for people to meet and make the organization successful. Here is where the human resource executive comes in and set these objectives for the staff to follow. By doing this, they make sure people stay in line and do not get out of the line to do other things that are not beneficial to the company or organization.

Human resource managers in every organization have problems that can make it fail if they are not taken care of. Problems need to be managed and resolved for maximum profits. The human resource department looks for ways to take care of these problems. After identification, they take proper steps into resolving them. An example of a problem would be way of disposing the waste that is gotten after production. They look for ways in which the waste can be disposed without interfering with the lives of those that are near the organizations.

Managers are the people who over look different departments in an organization. Sometimes they tend to over use their power and hence they need to be given laid down responsibilities so as to have the very best results in the work place. They are an important people because they put the subordinate staff in line. The human resource department hence helps the managers out in knowing what they are supposed to be involved with and how. They also provide the necessary tools, techniques, and methods which foster the development of a business climate conducive to employee innovation and development.

Virtual Human Resources: Technology has had a significant impact on human resources practices. Human resources is transitioning to a more technology-based profession because utilizing technology makes information more accessible to the whole organization, eliminates time doing administrative tasks, allows businesses to function globally and cuts costs. Information technology has improved HR practices in the following areas:

- **E-Recruiting:** Recruiting has been the most influenced by information technology. In the past, recruiters had relied on printing in publications and word of mouth to fill open positions. HR professionals were not able to post a job in more than one location and did not have access to millions of people, causing the lead time of new hires to be drawn out and tiresome. With the use of e-recruiting tools, HR professionals can post jobs and track applicants for thousands of jobs in various locations all in one place. Interview feedback, background and drug tests, and on boarding can all be viewed online. This helps the HR professionals keep track of all of their open jobs and applicants in a way that is faster and easier than before. E-recruiting also helps eliminate limitations of geographic location.[31] Jobs can be posted and seen by anyone with internet access. In addition to recruiting portals, HR professionals have a social media presence that allows them to attract employees through the World Wide Web. On social media they can build the company's brand by posting news about the company and photos of fun company events.
- **Human Resources Information Systems (HRIS):** Human resources professionals generally process a considerable amount of paperwork on a daily basis. This paperwork could be anything from a department transfer request to an employee's confidential tax form. In addition to processing this paperwork, it has to be on file for a considerable period of time. The use of Human Resources Information Systems (HRIS) has made it possible for companies to store and retrieve files in an electronic format for people within the organization to access when needed. This eliminates

thousands of files and frees up space within the office. Another benefit of HRIS is that it allows for information to be accessed in a timelier manner. Instead of HR professionals having to dig through files to gain information, it is accessible in seconds via the HRIS. Having all of the information in one place also allows for professionals to analyze data quicker and across multiple locations because the information is in a centralized location. Examples of some Human Resources Information Systems are PeopleSoft, MyTime, SAP, Timeco, and JobsNavigator.

- **Training:** Technology makes it possible for human resources professionals to train new staff members in a more efficient manner. This gives employees the ability to access on boarding and training programs from anywhere. This eliminates the need for trainers to meet with new hires face to face when completing necessary paperwork to start. Training in virtual classrooms makes it possible for the HR professionals to train a large number of employees quickly and to assess their progress through computerized testing programs. Some employers even incorporate an instructor with virtual training so that new hires are receiving the most vital training. Employees can take control of their own learning and development by engaging in training at a time and place of their choosing, helping them manage their work-life balance. Managers are able to track the training through the internet as well, which helps to reduce redundancy in training and training costs. Skype, virtual chat rooms, and interactive training sites are all resources that enable a more technological approach to training to enhance the experience for the new hire.

Functioning of the Human Resource Management: Every organisation's desire is to have skilled and competent people to make their organisation more effective than their competitors. Humans are very important assets for the organisation rather than land and buildings, without employees (humans) no activity in the organisation can be done. Machines are meant to produce more goods with good quality but they should get operated by the human only. Human Resource Management is the organizational function that deals with issues related to people such as compensation, hiring, performance management, organization development, safety, wellness, benefits, employee motivation, communication,administration,andtraining.

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- It involves procurement, development, maintenance of human resource.
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Human Resource Managers should avoid following personnel mistakes to hire good persons for the job for effective functioning of an organization.

- Experience high turnover
- Have your people not doing their best
- Waste time with useless interviews
- Have your company taken to court because of discriminatory actions
- Have your company cited under federal occupational safety laws for unsafe practices
- Have some employees think their salaries are unfair and inequitable relative to others in the organization
- Allow a lack of training to undermine your department's effectiveness
- Commit any unfair labor practices

Conclusion: For any organisation to function effectively, it must have resource of men (Human Resource), money, materials and machinery. The resources by themselves cannot fulfill the objectives of an organisation, they need to be collected, co-ordinate and utilised through human resources and the effective management of human resources is also vital. Hence, Human Resource Management (HRM) has emerged as a major function in organisations.

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