CHAPTER-I: HUMAN RESOURCE DEVELOPMENT – A PERSPECTIVE 1-46


CHAPTER-II OBJECTIVES AND METHODOLOGY 47-87

Introduction - Statement of the Problem - Need for the study - Objectives of the study - Prime Objective - The Specific Objectives – Hypotheses of the study - Methodology - Scope of the study – Sources of Data collection, - Primary Data - Secondary Data – Sampling procedure - Tools of Analysis - Chi-Square test – Mean - Standard deviation - Limitations of the Study - Organization of the Study– Concepts – Review of Literature – Conclusion.

CHAPTER-III SOCIO-ECONOMIC PROFILE OF RESPONDENTS – AN ANALYTICAL INSIGHT 88-101

Introduction – Gender of the sample respondents – Ages of the sample respondents – Educational qualifications of the respondents – experience of the
respondents – Marital status of the respondents – Salary status of the sample respondents – number of dependents of the respondents

CHAPTER-IV: TRAINING PROGRAMMES – AN ANALYSIS

Senior staff takes interest and spends time with new recruits during training - The norms and values of the company were clearly explained to the new recruits during induction - Training programmes are well-planned in advance - Training programmes are given adequate importance - Training provides an excellent opportunity for new comers to learn comprehensively about the organization - New recruits found training very useful in acquiring ethics & values of the Company - Training is of sufficient duration - New recruits found training a very useful experience in getting acquaintance to the work environment of the organization - training programmes are periodically evaluated and improved - Training has sufficient subject content - New Recruits are satisfied with the training Programmes.- Training Programmes are handled by competent faculty - Human Relations Competencies are developed through training in Human skills - Process in place for assessing the employees training needs - Identification of training needs is done on a scientific basis - Training programmes are designed after considering need & requirement of the employee - Feedback from the performance appraisal system has been taken into consideration while conducting training programme - Employees in the organization participated in determining the training they need - widely shared training and development policy in the organization - Training Calendar provides in detail number of training programmes to be provided to the employees during a year - Sufficient allocation of funds is there in budget to conduct training programme - Training Prorammes organized to help and improve one’s capability and potential - Employees are given training before they are placed in new Jobs/assignment - There is a strong supportive climate for training - Employee training is congruent with career plans - Employees are helped to acquire technical knowledge and skills through training - Adequate emphasis on developing managerial capabilities in the training programme - Employees returning from training as they are given adequate free time to reflect and plan improvement in the organization - The results of training Programme are monitored - the organization measures the return on investment
(ROI) on training - Employees returning from training programmes are given opportunities to tryout what they learnt - employees are sponsored for training, they take it seriously and tryout to learn from the programme they attend - Overall analysis is on Employee Training

CHAPTER-V: CAREER PLANNING AND EMPLOYEE DEVELOPMENT – AN ANALYSIS 172-233

Organization has a conducive environment to achieve proper career planning and employee development - Employees in the organization have better prospects as company designs better career plan - The organization creates awareness on the existence of formal career plans on regular basis - Career paths are shared with employees by top management - There is a great extent of individual’s participation in deciding the career plan & Development - Career planning improves morale and motivation by matching skills to job requirement - The organization’s future plans are known to managerial staff to help juniors and prepare them for future - The organization considers the employees for future key positions - The organization’s corporate growth plans are not kept secret - Top management updates the information about career paths on regular basis - Organizations have clear policy on career planning and employee development - Current HRD policies are relevant to employee career planning & development - Career planning to provide avenues for growth to its employees in the organization - Top management is willing to invest a considerable part of their time and other resources to the development of employees - HRD team advice and council the employees for development of their career - Providing equal opportunities to all employees in the organization- The top management of the organization makes efforts to identify & utilize the Potential / talent of the employee - Employees are encouraged to experiment with new methods and tryout Creative ideas.- Helping the staff to claim for internal promotions - Organization keeping employees records update - Management makes sure all staff enjoy with their career development -The fairness of employee development is very high - Action plans are prepared to improve employees career plans and development.- Organization supports the employees in utilizing their potential in
future interest.- Career development programmes of an organization can produce realistic employees expectations - Development of subordinates is seen as an important part of their job by the Managers/officers - Seniors delegate authority to juniors they use it as an opportunity for their career development - Job rotation in this organization facilitates employee development - Overall analysis is on Career Planning and Employee Development

CHAPTER-VI: EMPLOYEE ROLE SATISFACTION – AN ANALYSIS

Doing something challenging and worth while - Making an impact on others - Admonishing those who do not perform - Working in friendly Environment - Doing something useful to others - Getting immediate feedback on your performance - Having autonomy and work independently - Directing and instructing people working below - Maintaining close personal relations - Developing junior colleagues (or) subordinates - Setting standards of excellence - Giving ideas (or) suggestions to superiors.- Sharing feelings and emotions with others - Efficiency was rewarded - Provision of allowances and medical facilities - Communication protocol from top to bottom and bottom to top - Having a great freedom to perform job effectively - Making contributions to significant decisions - Cooperating with others in common tasks - Stretching your abilities and skills - Getting recognition for work done - Working in teams - Helping others - Participation in training and refresher courses - Overall analysis is on Employee Role satisfaction

CHAPTER-VII: SUMMARY, FINDINGS & SUGGESTIONS

APPENDIX – COMPANY PROFILE

BIBLIOGRAPHY

QUESTIONNAIRE