

Human Resources Management (HRM)

Pr. BELFAKIR

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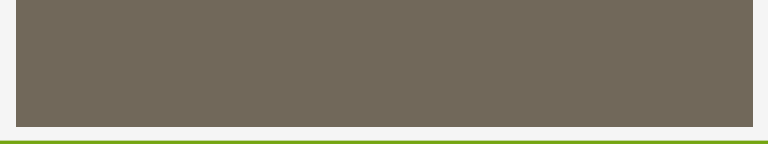
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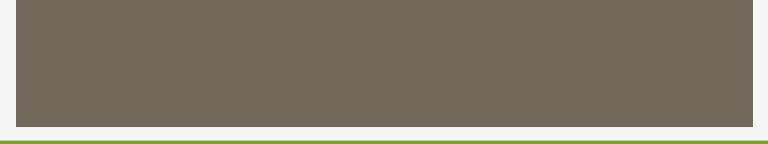
BUILD A BUSINESS

~ YOU BUILD PEOPLE ~

AND THEN PEOPLE

BUILD THE BUSINESS

- 
- A human resource is a single person or employee within your organization.
 - Human resources refer to all of the people you employ.

- 
- HR department is the division of a company that is focused on activities relating to employees.



Human Resource Management is concerned with the **'people' dimension** in management. It...

- hires the right employees,
- fires the wrong ones,
- develops employees with potential,
- keeps everyone happy, ...



It's about...

Having the right people,
with the right abilities,
in the right place,
at the right time.



Functions of HR Management

Who is responsible for HR management?

- **Human resource officer or Manager** is responsible for human resource management in the organization.
- The HR manager is responsible for the administration of all human resource activities and policies.

HR Managers

- They are the **overseers** of the human resources department
- They are seen as the **link** between an organization's management and its employees.

HR Managers: Skills

1. **Technical skills:**

- a. *Decisional skills.*
- b. *Organizational, (management) skills.*

2. **Soft skills**

- a. **Interpersonal skills** in order to develop positive working relationships with their colleagues.
- b. **Leadership skills** to inspire their employees .
- c. **Speaking skills** to clearly communicate information and instructions to their staff and other employees.

HR challenges

- I. Environmental Challenges
- II. Organizational Challenges
- III. Individual Challenges

Environmental challenges

- Rapid Change
- Globalization
- Technology
- Work Force Diversity
- Job & Family Roles
- Economic crises

Organizational Challenges

- Surviving Competition
- Controlling Costs
- Management issues
- Improving Quality of the product/service

Individual Challenges

- Lack of motivation & low Productivity
- Brain drain
- Job insecurity

Top Motivators used by HR

- **Job security & stability** (hire incentives, fixed pay, retirement benefits, health care assistance)
- **Financial compensation** (insurance benefit, good work-life balance)
- **Work appreciation by employer** (Good relationship with superiors,)

Conclusion

- Every organization wants to **attract**, **motivate**, and **keep *qualified employees*** and **match** them to jobs for which they are **well-suited**. Human resources managers accomplish this aim by directing the administrative functions of human resources departments.



Practice Exercises



**Duties of Human Resources Managers:
Insert the right word in the space given.**

staffing ,opportunity , staff , oversee , interview, coordinate , link, consultants, talents

1. HR manager plan and coordinate an organization's workforce to best use employees'
2. Theyan organization's management with its employees
3. They plan andemployee benefit programs
4. They serve aswith other managers advising them on human resources issues, such as equal employmentand sexual harassment.
5. Theyand supervise the work of specialists and support.....
6. They oversee an organization's recruitment,....., selection, and hiring processes.
7. They handleissues, such as mediating disputes and directing disciplinary procedures.