ORIGINAL ARTICLE

A STUDY OF EFFECTIVENESS OF TRAINING AND DEVELOPMENT ON EMPLOYEES

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Abstract:

This research gives in depth knowledge of our specialization and helps us groom ourselves accordingly. It gives us a clear picture of the basic fundamental. So that we can relate what we have learn to what is being applied. It builds our confidence and self-assurance.

After selecting an employee the most important and established part of the personnel is to impart training to the new comer in the modern world of technological changes the need to retrain employees is being in clearly recognized so as to keep employees in touch with the new developments.

Research Methodology :
Research methodology is a way which adopted by the researcher to collect the data. It is scientific way to search problems scientifically. The sources of data collection are as follows.

1.Primary Data -
The data had collected through preparing a questionnaire asking question as per questionnaire and the answer are recorded.

2.Secondary Data -
The data had collected through record of past training program in the organization and also from published prospectus and pamphlets.

3.Sample Size –
50 Employees

KEYWORDS

Effectiveness, Training, Development, Budget, Post Training, Appraisal, Trainer, Evaluation, learner, Environment.

OBJECTIVES

1)To study the methods of training adopted by the organization.
2)To study the satisfaction of employees towards these training programs provided by the organization.
3)To study the company profile of Universal Instruments, Pune."
4)To provide feasible suggestions to improve the training program of the organization.

INTRODUCTION TO THE RESEARCH

In organization there are various types of resources. The most important resources are men, material and machinery. Among those resources, the important is Human Resource. HRM plays very important role because organizations are becoming more and dependent upon people and managing the people is not an easy job. HRM is concerned with managing manpower to improve individual, group & organizational effectiveness.

HRM have various activities those are recruitment, selection placement, motivation, development, promotion, demotion, planning, transfer, wages, performance appraisal and training and development program. These all activities are important but one of the important activities is Training and Development.

After selecting the new employees the next task of management is to give them proper training. Some employees may have some previous knowledge of jobs while other may entirely be new. The training is valuable to the employees in terms of better job security and greater opportunity for advancement. A skill is thus acquired by the employees through training is a asset of every organization.

Training is the act of increasing the knowledge and skill of an employee for doing a particular job. Training is short-term education process and utilizing a systematic and organized procedure by which employees learn technical knowledge and skills for a definite purpose.

LITERATURE SURVEY

INTRODUCTION

After selecting an employee the most important and established part of the personnel programmers is to impart training to the new corner in the modern world of technological changes the need trtraing employees is being in caressingly recognized so as to keep employees in touch with the new developments.

It is necessary to raise the skill levels and increase the versatility and adaptability of employees. Inadequate job performance or a decline in productivity or changes resulting out of job redesigning or technological breakthrough require some type of employee development efforts. As the job become more complex the importance of employee development also increases.

Employee training tries to improve skills or add to the existing level of knowledge so that the employee is better equipped to do his present job or to prepare him for a higher position with increased responsibilities however individual growth is not an end in itself organizational growth needs to be meshed with individual's growth .the concern is for the organizations visibility that it should adopt itself to changing environment.

Training and development-standard performance-actual performance Performance=Ability motivation

MEANING

Training is a process of learning a sequence of programmed it is application of Knowledge. It attempts to improve their performance on the current job or prepare them for an intended job.

1.Training is short term process utilizing a systematic and organized procedure by which no managerial personnel learn technical knowledge and skill for a definite purpose.
2.Training is the act of increasingly and skill of an employee for doing particular job" training can thus be defined as systematic procedure for transferring technical knowledge how to the employees to as to increase their knowledge and skill for doing particular job.
3.The term trading refers / indicates and process by which aptitude skill and abilities of employees to perform specific job increase.

OBJECTIVES AND SCOPE OF STUDY

STATEMENT OF THE PROBLEMS:

The researcher is selected the following topic, "A study of employees training with the special reference to Universal Instruments, Pune."

PRIMARY OBJECTIVE:

"TO STUDY THE EMPLOYEE TRAINNING AND DEVELOPMENT" at universal Calibration services Pvt. Ltd.

SECONDARY OBJECTIVES:

To study the methods of training adopted by the organization.
To study the satisfaction of employees towards these training programs provided by the organization.
To study the company profile of Universal Instruments, Pune."
To provide feasible suggestions to improve the training program of the organization.

SCOPE OF THE STUDY:

The study is all about employees training of Universal Instruments, Pune." This company working with many other functions of Human Resource Management, but the study is limited to the employees training of the company.

RESEARCH METHODOLOGY

Research methodology is a way which adopted by the researcher to collect the data.
It is scientific way to search problems scientifically. The sources of data collection are as follows.
Primary Data -
The data had collected through preparing a questionnaire asking question as per questionnaire and the answer are recorded.
Secondary Data -
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Sample Size -
50 Employees
Sample Design-
Total 300 employees are in the organization. Researcher is selected
50 employees for study.
Sampling Method -
Random Sampling Method.

Limitations of the Study -

i)Limited time period for the study.
ii)The study is related to only employees training of the origination.
iii)Data collected is limited up to time information by employees.

FINDING

1.It is found that all employment is permanent& maximum employee age is between 20-30 Years.
2.It shows that the maximum No. of employees are undergraduate & all employees have work experience of2-5 years.
3.It shows that maximum employees salary is up to 5000/- most of them are satisfied with their salary.
4.It all employee had completed training program. The organization provide both kind of training on the job training for the employees who work on machine or do the technical job the org used job rotation method as sub method & organization used mostly contacting method as sub method. The organization also provides all the job training.
5.It is found that the duration of training programme is of one month. Maximum employees say that training duration is adequate. All employees feel that both methods are suitable/use full method for them.
6.The training programme is conducted in the organization & internal exports most provide training to the employees. All employees feel that the both within the organization and outside the organization training programme is suitable for them.
7.It majority of employees says that the trainer is very good.
8.It is shows that the organization provide training to and employees when the join the organization. The

employees feel that training improved their knowledge, skill, work quality and confidence.9. It is found that most of the employees prefer online training programme.

9.It is found that the maximum employees are satisfied with the training programme of the organization and there is no need to change training programme.

10.When the employees join the organization the organization provide training to them, but organization does not provide the Training to the employee when changes in the technology.

CONCLUSION

The survey are resulted in to following conclusions

Company have steadily grown by adding many new capabilities including primary and secondary instrumentation to become India's premier full-service calibration laboratory

Universal Instruments have well brand image in customers mind such that customers become aware about all services of the company.

It all employee had completed training program. The organization provide both kind of training on the job training for the employees who work on machine or do the technical job the org used job rotation method as sub method & organization used mostly contacting method as sub method. The organization also provides all the job training.

The training programme is conducted in the organization & internal exports most provide training to the employees. All employees feel that the both within the organization and outside the organization training programme is suitable for them.

SUGGESTIONS

1.The company should also provide outside the organization training programme to the employees because of outside training programme mind of employees get fresh & acceptance level increases.

2.As per the opinion of the employees the company should also provide training by outside exports.

3.The organization should think to provide training to employees when technology changes so that the employees should come to know about that new technology.

4.The organization implement the recent development in training method like employees self-initiative& online training as employee give preference for that.

5.The company should provide the training in such a way that it will build the confidence among employees to perform higher level job.

The company should organize group activities so that it will increase team spirit, Interpersonal relationship.

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