

## JOB – INTEREST OR LIABILITY

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### ABSTRACT

#### JOB: INTEREST OR A LIABILITY

In a labour surplus and capital hungry country like India, jobs are very important to individuals. They help determine standards of living, places of residence, status and even one's sense of self-worth. Jobs are important to organization also because they are the means of accomplishing organizational objectives. Traditionally, organizations used to define jobs in a rigid way. The popular view about a job was that what it requires does not change; it is designed to be immutable and unchanging, irrespective of the various incumbents who perform them. In reality, however jobs are not static. They are subject to change. Technological advances and competitive pressures may often force an organization to put more emphasis on characteristics of successful performance rather than on standard job duties, tasks etc. Moreover, there is some job which might be handled differently at different times of the year. The job incumbent might declare, "I do what I believe right on the job". The job is what the incumbent makes of it. To understand the dynamic nature of jobs, managers gather information about jobs from time to time.

#### Whether Job is interesting or a liability from Employers point of view –

##### Liability –

If the employee is remains absent from his regular duties it is bound to create shortfall in production. If this continues the overall growth of the organization will suffer. It also puts burden on other employees who have to share the workload in order to achieve the target.

The tasks given in the organization to an employee is time bound and in order to finish the task the employees try every strategy (negative or positive) in order to complete it and in this process the quality of work suffers.

Work accomplished by an employee is as per work given by superiors or head of the department and it is not mandatory that it should be productive always. Unproductive work results into the employee being a liability to the organization.

The employee's worth has to be ascertained through regular manpower audit and if the worth is not ascertained the value of the employee diminishes. It is also important that the work should be directed towards achievement of the objective or the overall objective of the organization.

##### Interest –

The employee belonging to any organization will be regular only if the job that he is doing is very interesting or is relevant to his basic qualification. Once the job becomes interesting the output is good and he becomes an asset for the organization.

An employee who plans their activities along with time management is an asset for the

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organization. Every organization wants maximum output in limited time period and to achieve they try to mobilize their manpower and if they get a efficient manpower they are bound to achieve the same.

An individual is important for an organization and similarly organization is important for an organization. If the work done is productive and there is an immediate realization in the form of money then the individual is an asset for the organisation.

Each individual working in an organization adds value to the organization in the form of goodwill, profit, knowledge or work culture and if value or worth is of these individuals are recognized and rewarded then he becomes an asset.

### **Whether Job is interesting or a liability from Employee point of view –**

#### **Liability –**

An individual's expectancy from the employer is timely disbursement of compensation and if this is not disbursed in time the individual loses interest and he becomes a liability.

Wrong man in the right place means if a man who doesn't have the requisite qualification is given a wrong designation then he doesn't shown any interest towards the task given to him.

If good and productive work is not Appreciation or rewarded then the motivation fall down and result in poor efficiency. If the overall efficiency falls down then the result affect the organization severely.

An individual puts lot of hard work day in and day out but if he is properly rewarded then he loses the interest.

#### **Interest –**

An individual's expectancy from the employer is timely disbursement of compensation and if this is disbursed in time the individual works with renewed vigor and produces more than expected.

Right man in the right job means if a man who have the requisite qualification is given a right designation then he is an asset.

If good and productive work is Appreciated or rewarded then the motivation doubles and the growth of the organization is rampant.

Reward system is the most important tools in HR that helps to retain the talent as well as attract talent and this system must be adopted by every organization in order to achieve highest efficiency.

### **Title of the Article –JOB: INTEREST OR A LIABILITY**

Competition has arrived in India in a large scale. Every day people are striving to become best in the job so that they can survive and last longer as compared to their peers. In this endeavor they are going to any extent to achieve their objective or goal. The theory of job evaluation is limited only to a formality because in order to excel in there own field employees are adopting work-life learning in comparison to routine work life.

Learning never stops in life, it is a continuous process and the moment the intensity of learning decreases it is an indication that retirement is near. Work life learning ensures that the intensity remains constant only the pattern changes. Training programs are planned and implemented by the organization in order to ensure that the employee's intensity of learning persists for longer duration.

Human resource planning process is a step towards job excellence and simultaneously organizational excellence. Organizational excellence is not a one time process but it is a continuous and systematic process. To excel in their respective field organization must have employee's who can excel and go to any extent for success. In this process it is very important that the job these employee's are doing must be interesting and relevant to their qualification or expertise.

In a labour surplus and capital hungry country like India, jobs are very important to individuals. They help determine standards of living, places of residence, status and even one's sense of self-worth. Jobs are important to organization also because they are the means of accomplishing organizational objectives. Traditionally, organizations used to define jobs in a rigid way. The popular view about a job was that what it requires does not change; it is designed to be immutable and unchanging, irrespective of the various incumbents who perform them. In reality, however jobs are not static. They are subject to change. Technological advances and competitive pressures may often force an organization to put more emphasis on characteristics of successful performance rather than on standard job duties, tasks etc. Moreover, there is some job which might be handled differently at different times of the year. The job incumbent might declare, "I do what I believe right on the job". The job is what the incumbent makes of it. To understand the dynamic nature of jobs, managers gather information about jobs from time to time.

The process of recruitment is vast and made up of many different elements. Today, a number of organizations are using a more in-depth approach towards recruiting the ideal candidate than just the interview.

The trend is to invite a prospective candidate for a series of tests followed by the interview etc. Most large organizations realise that hiring the wrong person for a job can prove to be a very costly mistake and instead prefer to spend funds on using proven recruitment techniques to reduce chances of errors while recruiting.

Here are a few commonly used Recruitment Tests - Psychometric Tests:

- **Verbal Reasoning** - tests are tailor made to test a candidate's ability to understand words and passages they have read. These are multiple choice questions and answers need to be marked clearly.
- **Numerical Reasoning** - tests are meant to test your ability to work with and solve problems related to numbers. Questions may be presented in the form of graphs, tables, charts etc. Questions might seem similar but require to use your knowledge and understanding of numbers for each question.
- **Personality Tests** - Such a questionnaire contains a set of questions about you and are meant to test and know your thinking style, forces that guide and motivate you as well as your thought process and ability to get along with others. While answering these questions, you must be honest with yourself rather than giving answers that you think are 'right'!

Besides these, you may be asked to get involved in group discussions and exercises where you would take part in discussions on a topic with others in the group. These tests are nothing but a means to judge how well you can voice your opinions and discuss topics without monopolizing the discussion. The group discussion may also be aimed at finding solutions to a problem together as a group. The proceedings of the group are watched by a person from the Company.

- **Presentation** - In a presentation, a candidate is expected to address a live audience and present on a topic. This is meant to test your ability to talk publicly with self confidence and intelligence.

During a presentation, you must make sure that you are calm, focused and relaxed. This is your opportunity to show to the employer that you have confidence to back your intelligence. Remember to maintain eye contact with your audience.

You may also be expected to use visual aids such as overhead projectors and charts etc during the presentation. The above mentioned are just some of the most commonly used tests that organizations rely on before calling you for that face to face interview. It is not uncommon to discuss with you how you think you fared in each test and your thoughts about each. Lack of clarity in job description can lead to workplace chaos.

In the organised sector, the IT industry is among the few which believes in clearly demarcated responsibilities for its employees. IT organisations fulfill this requirement by formulating articulate 'job descriptions' for its candidates. Ambiguous job descriptions can add to workplace confusion, hurt communication and make people muse over what is expected of them.

Job descriptions are critical during performance appraisals where if the profile has been well defined to employees, they cannot claim being unaware of their duties. In an industry, which is constantly evolving and where workforce requirements change often, it is imperative that job profiles are clearly drafted and communicated for the betterment of the individual and the organisation. Stiff competition, recruitment targets in large volumes and quick turnaround times make it all the more crucial that organisations get it right the first time and leave no room for doubt.

A job description is a written statement listing the elements of a particular job that a prospective candidate is expected to perform. It should ideally comprise purpose, qualifications, skill sets, technology, product and domain related knowledge, personality traits, soft skills requirement, work environment and location of the job.

### **A matter of clarity**

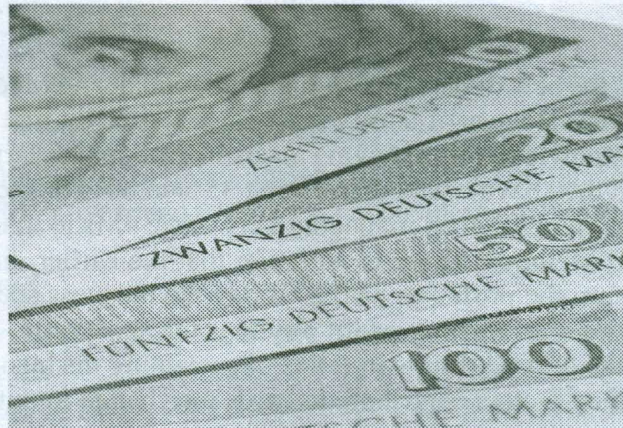
A job description outlines the responsibilities and functions that are assigned to a particular position or role. In effect, it provides clarity about what an employee is supposed to do. "For employers, job descriptions establish wage, salary ranges and grades and promote a process-driven culture. For employees, job descriptions are useful to gain equity in compensation and a way to be reassured that there are no discriminatory pay policies in the company," says Jude Coelho, Executive Vice-president, Human Resources, Cranes Software International. A good job description not only defines the roles but responsibilities as well. Anshuman Ray, HR Country Manager, Synopsys India adds, "It's also an interface of the job with internal and external customers, reporting relationship and challenges that the job offers. It provides a sense of how much impact the job can make by providing 'a degree of accountability' as much as it attempts to align the job with the overall business group charter."

An organisation's goals are defined through job descriptions and it involves both the management and the HR. Suman Kumar Seal, HR Manager, Cisco Systems India states, "A job description becomes the factor to look at if people are not doing what the organisation wants them to do. In the IT industry, an employee would have multiple roles and therefore it becomes imperative for the HR to facilitate the process, thereby deriving a proper job description with the help of management and line management."

### **Meeting company's expectations**

It is fact that no body become rich in one day, it he or she wins the lottery and become rich is another question without hard work nobody become rich hard work is compulsory for becoming rich, in online job you must get the chance to become a rich men slowly because online job has the huge area that's why try for online job and earn your wanted salary.

**Reward Management**



Efforts will result into positive performance only if you are rewarding the employee in a positive manner. Reward can be monetary or non-monetary but only its giving will enhance efficiency as well quality of work. There should be a permanent and regular management policy in this regard.

**Summarize**

Job is always interesting but it is made liability through improper management. If the management continues to implement certain positive policies which will develop the employees in the form of skill or status it will be welcomed. I have stated certain policies that management can implement but it is not mandatory. Some policies are stated with reference to big organizations and some are referred with small organizations in mind. I would like to stress that whatever policies the organizations make it should be for the betterment of the employees as well the society in whole.

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