

A Study on Employees Training And Placement In Small And Medium Scale Industries In Kerala

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Abstract: Human resource management is the science of getting things done through peoples. This is the most essential quality of an efficient manager. The management process of an organization's work force or human resource management has the responsibility for the same. They are responsible for attraction, selection, training, assessment and rewarding the employees. While also overseeing organizational leadership and culture and even ensuring compliance with employment.

If peoples are attended to properly recognizing their talents, developing their capabilities and utilizing them appropriately, organizations are likely to be dynamic and grow fast ultimately the variety of tasks in any organizations has to be accomplished by the people. The training and appropriate placement helps o the management for to measure and improve the training and placement of employees and increase their future potential and value to the company. Employees training and placement always seeking the training needs, development tracking, evaluation, assessment, placement techniques etc... This study has a wide scope because it helps to understand about the training and placement mechanism followed by the small and medium scale industries in Kerala.

Keywords: Training – Placement – Human Resource Management – Small and Medium scale industries – Workforce of enterprise.

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I. Introduction

The study is focused on identifying the effectiveness of training and placement program generally followed by the small and medium scale industries in Kerala. Employee training tries to improve skills for preparing the employees to seek higher position with increased responsibility. Training refers to the teaching activity and done for the primary purpose of helping members of an organization to acquire and supply the same. Placement is a process of assigning a specific job to each of the selected candidates. It involves assigning a specific rank and responsibilities to an individual. Placement helps to increase the morale of the employees. This is a process generally doing after the process of selection. The main intention of placement is to employ qualified and competent hands to meet the job requirements of the organization. Training and placement plays an important role in the effectiveness of these rubber based organizations and to the experiences of peoples in work. Training has implications for productivity, health and safety at work and personnel development. All such organizations are employing peoples who are in need to train and place at apt position in the organization to yield maximum from the human resources. Employee placement and training is critical in every organization in this era of keen competition to survive, grow and expansion. The perfection in placement and consequent training has become an issue of strategic importance. Most of the organizations in Kerala are cognizant of this requirement and invest more and more bucks in this area of placement and training.

II. Objectives Of The Study

- 1) To identify the methods of training the employees small and medium scale industries in Kerala.
- 2) To know the mechanism of placement followed by the small and medium scale industries in Kerala.
- 3) To understand the effectiveness of apt placement and training methods in overall performance of small and medium scale industries in Kerala.

III. Research Methodology

The research design adopted for the study is descriptive research design which is concerned with describing the characteristics of the particular individual or group. This research was conducted with the help of a well structured questionnaire. The questionnaires prepared were circulated among 200 selected employees and management of small and medium scale industries from the state of Kerala. Convenient sampling method is used for the collection of sample. Though primary data were used to draw effective conclusions, secondary data were extensively used to create a frame work for the study.

The tables showing the details of sample are given below:-

Table: 01 Gender wise classification of respondents

Gender	No. of respondents	Percentage
Male	156	78%
Female	44	22%
Total	200	100%

Table: 02 Category wise classification of respondents

Category	No. of respondents	Percentage
Management	83	41.5%
Employees	117	58.5%
Total	200	100%

IV. Data Analysis And Interpretations

Fast changes are taking place in the business environment. An organization must have the ability to absorb these changes at a fast rate not only to improve the competency but also to justify its existence in the dynamic business world. All organizations whether large or small, must ensure themselves that they have the competent peoples capable of accepting this challenge. The competent people selection starts from attracting the candidates to the final reward payment and feedback. It is a long and continuous process. The first and foremost step is to invite the candidates to the enterprise. Following are the general methods used in Kerala to invite the candidates.

Table: 03 Methods to select employees

Category	No. of respondents	Percentage
Walk in interview	108	54%
Advertisement	26	13%
Website	39	19.5%
Others	27	13.5%
Total	200	100%

The table reveals that most of the candidates are coming to private enterprises by seeing the advertisement. More than half of them are following the same. However a good amount of peoples are aware about the company website also. The job vacancy notices shown in the websites are also a good source of information. The others option includes various other methods such as information from relatives, present employees, friends etc Anything and everything in this competitive world is based on competitiveness. Following are the major methods used by companies to select the candidates from a huge number of applicants.

Table: 04 Tests used for selection of employees

Category	No. of respondents	Percentage
Aptitude	93	46.5%
Intelligence	37	18.5%
Personality	19	9.5%
Others	51	25.5%
Total	200	100%

The enterprises in Kerala are generally selecting peoples by testing their aptitude. Intelligence testing is also a part of selection. However personality based selection is very low in Kerala. The reason may be due to lack of good number of white collar jobs in the state. Others refers to the method of selection by way of recommendations, written tests etc...The aptitude based selection will of course improves the quality of human resource in any sort of organizations.

Training is one of the best organized activity for increasing the knowledge and skills of peoples selected through various modes. It involves systematic procedures for transferring technical knowledge of the business to the employees so as to increase the overall performance of employees. The improvement in overall performance of employees will lead to the overall improvement of the organization. There are many types of training available now a day such as job rotation, off the job training, conferences and discussions, on the job training etc... On the job training is a training method imparted on the job and at the work place where the employee is expected to perform his duties. The enterprises in the state of Kerala are generally adopting this type of training more than any of the other methods. They are arguing that this is the best method of training to study the job responsibilities without wasting much time for the purpose of training. Off the job training is doing with the help of a trainer. He may be a person expert in giving training and can be from inside the organization or from outside. This type of training methods are very less in Kerala as it takes more time and cost.

Conferences and discussions are also a popular method of training, however can be effectively used for administration jobs. This method of training is somewhat popular than off the job training in Kerala. Many of the enterprises usually find time in the morning before work for such training methods.

Job rotation is the process of rotating employees from one job to another. This process of training will help to improve the knowledge of employees to a greater extent. The basic background of the organization will be thorough for such employees. Many of the enterprises in Kerala is using job rotation for the purpose of improving the human resource.

Table: 05 Methods of training

Category	No. of respondents	Percentage
Job rotation	40	20%
Off the job training	21	10.5%
Conference / Discussion	33	16.5%
On the job training	106	53%
Total	200	100%

The study reveals that most of the enterprises in Kerala adopted on the job training. The number of companies adopted job rotation comes in the second place. The off the job training is the least used training method in the state of Kerala. An effective placement refers to the process of putting right person at the right job. This is the most crucial factor after the process of selection. If placement is systematically done, then the process of training will automatically reduce. While doing a placement generally the following factors are taken consider by the management of the enterprises. The following table shows the general opinion of management only

Table: 06 Effective Placement

Placement criteria	SA	A	N	DA	SDA
Educational qualification	53	16	4	-	-
Experience in the relevance industry	80	3	-	-	-
Payment scale of the employee	18	01	13	31	20
Nature of works in the organization	44	29	-	10	-
Ability of the person to handle the situations	39	28	14	02	-
Personality of the employee	14	12	26	20	31
To fulfill the vacant position	05	02	15	32	29
Based on various tests conducted by the organization	68	08	02	04	01

Total respondents of 83 are taken (i.e., only management representatives)

The process of placement is having a great importance in the organization. While placing an employee the above said criteria are generally taken into consideration. While analyzing those criteria the placement is generally based on the educational qualification of the employee, previous experience of employee in the industry, nature of works to be performed in the organization etc... The criteria like payment scale, personality etc... do not have any impact on placement of employees

V. Findings

The study has the following finding:-

- ❖ Most of the employees are having good experience in the industry; however the importance of employee training is the backbone to effectively utilize the manpower.
- ❖ The apt placement of employees is the crucial factor for the success of any organization.
- ❖ Now a days, rubber based industry is having so many other state employees. It is essential to have good training for them to do the works perfectly.
- ❖ Training plays a great role in improving employee's different skills.
- ❖ Employees state that training helps to reduce work errors.
- ❖ The attitude of management towards fresher is good in all aspects.
- ❖ Time is the main barrier for training.
- ❖ The placement strategies of the organizations increase employee morale.

VI. Conclusion

Effective placement of right persons to the right job is the key for success of any organization. Training has become increasingly vital to the success of modern organizations. They often compete on competencies – the core sets of knowledge and expertise that give them an edge over their competitors. Training plays a central

role in nurturing and strengthening these competencies and the way has become the backbone of strategy implementation. Employees training and development programs try to improve skills or add to the existing level of knowledge so that the employees are better equipped to do their present job or to get prepared for a higher position with increased responsibilities.

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