

Human Resource Management (HSS)

IT-605B

Contracts: 3L

Credits- 3

Introduction : HR Role and Functions, Concept and Significance of HR, Changing role of HR managers - HR functions and Global Environment, role of a HR Manager.

Human Resources Planning : HR Planning and Recruitment: Planning Process - planning at different levels - Job Analysis - Recruitment and selection processes - Restructuring strategies - Recruitment-Sources of Recruitment- Selection Process- Placement and Induction-Retention of Employees.

Training and Development : need for skill upgradation - Assessment of training needs - Retraining and Redeployment methods and techniques of training employees and executives - performance appraisal systems.

Performance Management System : Definition, Concepts and Ethics-Different methods of Performance Appraisal-Rating Errors-Competency management.

Industrial Relations : Factors influencing industrial relations - State Interventions and Legal Framework - Role of Trade unions - Collective Bargaining - Workers' participation in management.

Case study.

Books :

1. Gary Dessler, Human Resource Management - (8th ed.,) Pearson Education, Delhi
2. Decenzo & Robbins, Personnel / Human Resource Management, 3rd ed., John Wiley & Sons (Pvt.) Ltd.
3. Biswajeet Patanayak, Human Resource Management, PHI, New Delhi
4. Luis R. Gomez, Mejia, Balkin and Cardy, Managing Human Resources PHI, New Delhi.