



SNS COLLEGE OF ENGINEERING

Kurumbapalayam (Po), Coimbatore - 641 107

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DEPARTMENT OF MANAGEMENT STUDIES

COURSE NAME : 19BA202 - HUMAN RESOURCE MANAGEMENT

I YEAR /II SEMESTER

Unit 2 - THE CONCEPT OF BEST FIT EMPLOYEE

Topic 4: Competency based Job Analysis & Job Design



JOB ANALYSIS

TYPES OF JOB ANALYSIS:

TASK BASED

- ◀ Task
- ◀ Duties
- ◀ Responsibilities

◀ COMPETENCY BASED

- ◀ Technical competencies
- ◀ Behavioural competencies



COMPETENCY BASED JOB ANALYSIS

COMPETENCIES

- Demonstrable characteristics of a person that enable performance of a job.

REASON FOR COMPETENCY BASED JOB ANALYSIS

- To support a high-performance work system
- To create strategically-focused job descriptions
- To support the performance management process in fostering, measuring and rewarding
 - General competencies
 - Leadership competencies
 - Technical competencies



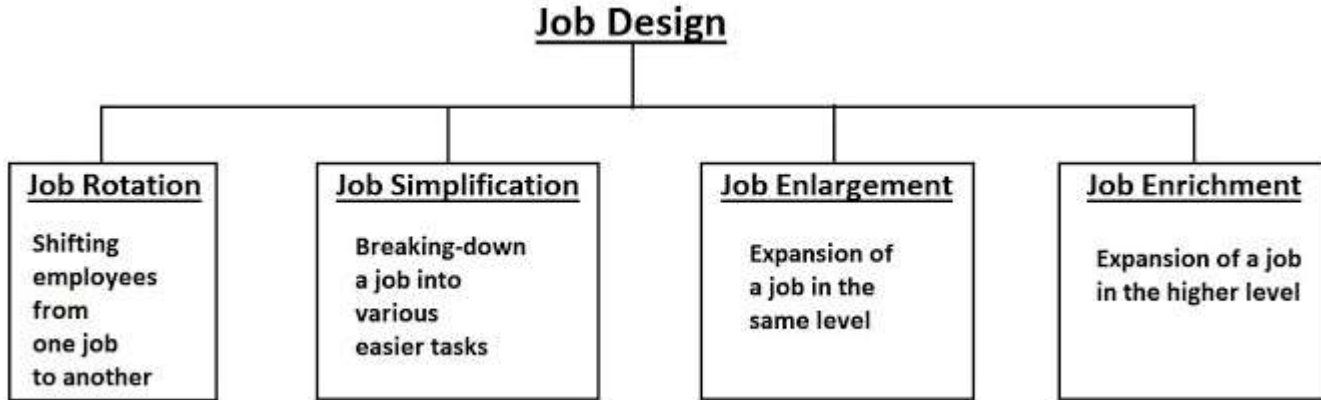
JOB DESIGN

According to Michael Armstrong,

“Job design is the process of deciding on the contents of a job in terms of its duties and responsibilities, on the methods to be used in carrying out the job, in terms of systems, and procedures, and on the relationships that exist between job holder, superior and colleagues”



METHODS OF JOB DESIGN





OBJECTIVES OF JOB DESIGN

- Technical feasibility
- Economic feasibility
- Behavioural feasibility



FACTORS AFFECTING JOB DESIGN

Organisational Factors

- ▶ Characteristics of a Task
- ▶ Workflow
- ▶ Ergonomics
- ▶ Work Practices

Environmental Factors

- ▶ Employee Abilities and Availability
- ▶ Social and Cultural Expectations

Behavioral Factors

- ▶ Feedback
- ▶ Autonomy
- ▶ Variety



RECAP

QUESTIONS???

THANK YOU