

CN5007 CONSTRUCTION PERSONNEL MANAGEMENT

DETAILED SYLLABUS.

UNIT I MANPOWER PLANNING

Manpower Planning process, Organising, Staffing, directing, and controlling – Estimation, manpower requirement – Factors influencing supply and demand of human resources – Role of HR manager – Personnel Principles.

UNIT II ORGANISATION

Requirement of Organisation – Organisation structure – Organisation Hierarchical charts – Staffing Plan - Development and Operation of human resources - Managerial Staffing – Recruitment – Selection strategies – Placement and Training.

UNIT III HUMAN RELATIONS AND ORGANISATIONAL BEHAVIOUR

Basic individual psychology – Approaches to job design and job redesign – Self managing work teams – Intergroup – Conflict in organizations – Leadership-Engineer as Manager – all aspects of decision making – Significance of human relation and organizational – Individual in organization – Motivation – Personality and creativity – Group dynamics, Team working – Communication and negotiation skills.

UNIT IV WELFARE MEASURES

Compensation – Safety and health – GPF – EPF – Group Insurance – Housing - Pension – Laws related to welfare measures.

UNIT V MANAGEMENT AND DEVELOPMENT METHODS

Wages and Salary, Employee benefits, Employee appraisal and assessment – Employee services – Safety and Health Management – Special Human resource problems – Productivity in human resources – Innovative approach to designing and managing organization – Managing New Technologies – Total Quality Management – Concept of quality of work life – Levels of change in the organizational Development – Requirements of organizational Development – System design and methods for automation and management of operations – Developing policies, practices and establishing process pattern – Competency upgradation and their assessment – New methods of training and development – Performance Management.

For Syllabus, Question Papers, Notes & many More

REFERENCES

1. Charles D Pringle, Justin Gooderi Longenecter, Management, CE Merrill Publishing Co. 1981.
2. Dwivedi R.S, Human Relations and Organisational Behaviour, Macmillian India Ltd.,2005.
3. Josy.J. Familaro, Handbook of Human Resources Administration, McGraw-Hill International Edition, 1987.
4. Memoria,C.B., Personnel Management, Himalaya Publishing Co., 1997.
5. Carleton Counter II and Jill Justice Coutler, The Complete Standard Handbook of Construction Personnel Management, Prentice-Hall, Inc., 1989.

OBJECTIVES

To study the various aspects of manpower management such as man power planning, organization, human relations, welfare and development methods in construction