



A STUDY ON HR INFORMATION SYSTEM – HERITAGE

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ABSTRACT

The main purposes of this study are to explore the extent to which public Jordanian universities have adopted Human Resource Information System (HRIS) and to examine the current HRIS uses, benefits and barriers in these universities. A structured questionnaire was constructed based on other previous studies, it also pre-tested, modified and translated to capture data from HRIS users in Jordanian universities. The main findings of this study revealed that the quick response and access to information were the main benefits of HRIS implementation. While, the insufficient financial support; difficulty in changing the organization's culture and lack of commitment from top managers were the main HRIS implementation barriers. The present study provides some insights into the performance and applications of HRIS in Jordanian universities that could help Human Resource Management (HRM) practitioners to get a better understanding of the current HRIS uses, benefits and problems, which in turn, will improve the effectiveness of HRIS

Scholars in many disciplines have considered the antecedents and consequences of various forms of trust. This paper generates 11 propositions exploring the relationship between Human Resource Information Systems (HRIS) and the trust an individual places in the inanimate technology (technology trust) and models the effect of those relationships on HRIS implementation success. Specifically,

organizational, technological, and user factors are considered and modeled to generate a set of testable propositions that can subsequently be investigated in various organizational settings. Eleven propositions are offered suggesting that organizational trust, pooled interdependence, organizational community, organizational culture, technology adoption, technology utility, technology usability, socialization, sensitivity to privacy, and predisposition to trust influence an individual's level of trust in the HRIS technology (technology trust) and ultimately the success of an HRIS implementation process. A summary of the relationships between the key constructs in the model and recommendations for future research are provided.

I. INTRODUCTION

An effective HRIS provides information on just about anything the company needs to track and analyze about employees, former employees, and applicants. Your company will need to select a Human Resources Information System and customize it to meet your needs.

With an appropriate HRIS, Human Resources staff enables employees to do their own benefits updates and address changes, thus freeing HR staff for more strategic functions. Additionally, data necessary for employee management, knowledge development, career growth and development, and equal treatment is facilitated. Finally, managers can access the information they need to legally, ethically, and effectively

support the success of their reporting employees.

NEED FOR THE STUDY

Our study HRIS helps the organization to follow systematic way of collecting data & information of each employee to aid planning, decision –making and submitting of returns & reports to the external agencies.

This collected information about the personnel (information about the employee) will be helpful in solving the employees problems and organization problems .HRIS maintains the data related to the employee's personal profile, career profile, skill profile & benefit profile, which would help in their growth.

Our study HR Information system also maintains the data related to the personnel identification i.e. The employee code to recognize every individual with their employee codes.

HRIS also includes managing the salary discrepancies of employees. Some modifications are done in order to rectify the salary discrepancies of the employees.

SCOPE OF THE STUDY:

To prepare Human Resource Information system, we can collect the information from the HR department and partially from employees also.

Because of the security regions the company is much confidential about the information of the employees in organization.

- ✓ Employees should be motivated to give their information taken.
- ✓ Top management should trust the employees that after making huge effort to take the information of employees, employees will work for the well being of organization and for human being also.

- ✓ Top management's philosophy should be clear towards Human Resource information system and its well being to encourage the employees.
- ✓ Management and Managers need to give equal importance.
- ✓ Employees must be feeling of belongingness among the employees, and also willingness to give the information.

OBJECTIVES OF THE STUDY:

The primary purpose of an HRIS is the application of technology for enhancing the efficiency of human resource management.

HRIS is used for data storage and report generation, while some others may use it for decision alternatives' generation, decision making, and even for simulation.

Hence the underlying objectives are

- Make a study in prevailing HRIS.
- To identify Accuracy of Employee data.
- To make the required changes in SAP.
- Identify the Mistakes of Employee's data and Update the same in SAP.
- To identify the "Data Needed" and suggest the same to the organization.

The involvement and participation of both the administration and the executives in bringing about desired betterment both in daily routine and procedure assessment by adopting a new outlook , attitudes and practices of executive business.

II. METHODOLOGY

The present study has been conducted in **HERITAGE FOODS INDIA LIMITED** situated at Hyderabad. The online Interviews are conducted through a properly designed questionnaire constitute the primary source of data for the study.

Unit of study

Two instruments are used ; the first one is

the management schedule to gather information from management on different angles of organization.

The second one intended to administer among the sample.

Research & Design

1. Research method : Survey

2. Data collection Method :

Primary source : Structured closed ended questionnaire

Secondary source : Company brochures , records , magazines (REINFOREC), journals , Internet.

- Research Instrument : Personal Interview with aid
- Sampling plan : Size 100
- Procedure : simple random sampling

LIMITATIONS OF HRIS

While the computerized Human Resource Information System , described earlier, has many benefits , it also has many problems , which need to be addresses to before it can really be useful . Some of them are described below.

- It can be expensive in terms of finance and manpower requirements.
- Often the personnel designing HRIS do not have a thorough Understanding of what constitutes quality information for the users . Thus, The user managers do not get exactly the reports , which they Want Producing information that is of quality to the users requires an investment in time , effort and communication on the part of HRIS managers.

- Computers cannot substitute human beings. Human intervention will Always be necessary. Computers can at best aid the human effort. The Quality of response is dependent upon the accuracy of data input and Quires fired. The 'Garbage-in Garbage-out ' is the key expression in any Computerized system.

- In many organizations , the system is operated in batch mode with the records being updated once a week. Online facility in multi-Environmental needs to be developed so that the reports generated are not out of place with the realities.

III. HUMAN RESOURCE PLANNING

American companies must now operate in a rapidly changing business environment. These changes have important implications for HRM practices. To ensure that management practices support business needs, organizations must continually monitor changing environmental conditions and devise HRM strategies for dealing with them. The procedure used to tie human resource issues to the organization's business needs is called human resource planning. Also known as HR planning, this procedure is defined as the "process of identifying and responding to [organizational needs] ... and charting new policies, systems, and programs that will assure effective human resource management under changing conditions."

The purposes of HR planning are to enable organizations to anticipate their future HRM needs and to identify practices that will help them to meet those needs. HR planning may be done on a short- or long-term (three or more years)

basis. Its aim is to ensure that people will be available with the appropriate characteristics and skills when and where the organization needs them. The use of HR planning enables companies to gain control of their future by preparing for likely events. That is, they can anticipate change and devise appropriate courses of action. When companies learn how to capitalize on future events, their own future improves.

As valuable as HR planning is, many companies ignore this opportunity. Some see it as too difficult and frustrating, while others simply do not see the need for it. However, when failing to properly plan for their human resources, employers are forced to respond to events after they occur, rather than before; they become reactive, rather than proactive. When this outcome occurs, an organization may be unable to correctly anticipate an increase in its future demand for personnel. At best, such a company would be forced to recruit personnel at the last minute and may fail to find the best candidates. At worst, the company may become seriously understaffed.

Consequences. For instance, the understaffing could cause existing employees to experience a great deal of stress as they attempt to meet additional demand without adequate resources and assistance. If required work is not getting done, the firm ultimately may experience an increase in back orders, which could cause a decrease in customer goodwill, an increase in competition, and a loss of market share.

When engaged in human resource planning, a company derives its human resource needs by first forecasting its demand for human resources (i.e., the number and types of people needed to carry out the work of the organization at some future point in time), and then its supply (i.e., the positions that are expected to be already filled). The difference between the two forecasts signifies the firm's HR needs. For example, if a

firm estimates that it will demand 12 accountants during the next fiscal year and expects to retain its supply of nine who are already on staff, its HR need would be to hire three additional accountants. Following is a closer look at how a company can determine its HR needs and devise plans to meet them.

HUMAN RESOURCE MANAGEMENT SYSTEMS

The opportunities to add more services are endless and continue to improve.

For most companies, the hardware and software needed to run these programs are fairly standard. Hardware and software is dependent on the complexity of the HRMS package; more complex HRMS packages require more hardware (e.g., server space and speed).

HRMS technology costs vary considerably, depending on the size of the company and its HR needs. Costs for deploying a comprehensive HRMS package include license fees, implementation, technology, training, and maintenance. Costs typically range from \$300 to \$700 per employee as an initial investment for companies with more than 1,000 employees. Smaller companies may decide it is better to rent the application than buy it. Research has found that most companies can recoup HRMS costs within three years of system launch, based on process efficiencies alone.

The value of HRMS results from a reduction in HR support costs, based on efficiency improvements. "Hackett's benchmark for the average annual cost of HR services per employee is approximately \$1,900, with a best practice goal of less than \$1,200" (Hamerman). By eliminating paper and process inefficiencies, companies can expect additional cost reductions while improving service and becoming more efficient. There are many other benefits of HRMS. Giga Information Group believes that HR departments

can reduce time spent on administrative work by 40 percent to 50 percent, resulting in either the elimination of headcount or the redeployment of effort to higher value tasks, such as decision support and employee development.

Another benefit of HRMS includes allowing HR to transition from an administrative department to a strategic management department. The strategic value aspect of the HRMS investment focuses on managing human capital by supporting functions such as recruitment, performance/competency management, employee development, and employee customer service. By executing well in these areas, companies can reduce employee turnover, reduce hiring costs, and improve individual performance.

ADP offers a comprehensive suite of software that can run on almost all modern operating systems. A major player in the HRMS business is PeopleSoft. Acquired by Oracle Corp. in January 2005, PeopleSoft puts its focus on one complete HRM product line. This suite not only works in the HRM arena, it also allows employers to buy modules for CRM, SCM, and many other areas. There are three versions of the company's Enterprise suite: Enterprise, EnterpriseOne, and PeopleSoft World.

IV. FINDINGS:

- HRIS in Heritage foods is properly streamlined.
- It is so designed that it has each and every information of an employee stored and maintained.
- Uses the best product in information technology, which is SAP HR to maintain its employee database.
- Every person in HR team is properly trained in using SAP.
- Training should be more professional with a proper training course in SAP HR with a certification exam at the end.

- So that every employee in the HR team would be SAP certified.
- The training provided is more oriented on the job.
- The objectivity and rationality is found to be greatly satisfied.

V. SUGGESTIONS

• Stress Management

In the growing complicated work environments, people need relaxationso organization have to cope up with stress management to overcome the challenges. For this the employees need to be trained in mediation and campus on personality development to provide better work force.

• Knowledge Management

Knowledge Management is a process of sharing the information through all the teams and gaining extra knowledge, which can lead to the process of extensive learning.

HERITAGE FOODS INDIA LIMITED is an organization with cultures and development, which has well said procedures covering all the similar organization and development, which has well said procedures covering all the necessities of administration and human relation component, where in similar organization impersonal elements creeping HERITAGE FOODS INDIA LIMITED

successfully maintains very personal linkage which in itself is launchable achievement for organization.

For any organization the employee-relation management is the main criteria in the Challenging organizations, where there is constant up gradation of technologies like Re-engineering business process and enterprise resource planning, which formulates SAP

application . HR department is strengthening the connection towards the employees.

In deed it was wonderful experience interaction with the employees in the Organization in midst of pleasant work culture.

People only work through people . It is HUMAN RELATIONS that bind them together horizontally and vertically in an organization . It is the right motivational efforts that keep efficacy of production.

It was my great experience to be associated with HERITAGE FOODS INDIA LIMITED and related to work on certain projects at all company , which were of greatest importance . I , was overwhelmed to work under concrete team , who were highly experienced in their phenomenal careers.

The project I have undertaken at HERITAGE FOODS INDIA LIMITED had given me good experience and good scope to implement the project experience I have learned in the work environment and mark towards goal orientation.

VI. CONCLUSION:

Information is a vital ingredient to management . Accurate , timely , and relevant Information is necessary for decision making , being key to the employee productivity , competitive strength

, and corporate excellence , information is being reorganized as the fifth organizational resource . A well-designed and comprehensive HRIS provides the needed information with in the shortest period and at reduced cost . This is why computerized HRIS is being increasingly used.

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