**NMIMS Global Access**

**School for Continuing Education (NGA-SCE)**

**Course: Essentials of HRM**

**Internal Assignment Applicable for December 2020 Examination**

**1. ABC Ltd. is a well-known IT Company in India since 2002. Recently, the company has decided to revise the compensation structure for which it is important to conduct the job analysis exercise. As an HR Head of the company, it is your responsibility to conduct the same. Discuss the steps that you will follow in the process of job analysis?**

1. **Answer1**.

 **Introduction**: ABC Ltd. is well-known IT Company in India since 2002. Recently, the company has decided to revise the compensation structure for which it is important to conduct the job analysis exercise. As an HR Head of the company, it is your responsibility to conduct the same.

**Concept and application**

Job analysis is the practice of gather and analyzes information about the content and the human requirements of jobs, as well as, the context in which jobs are performing. As the company has decided to revise the Its Half solved only

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**2. ESSOS Ltd, an upcoming E Commerce startup, has just recruited a fresh batch of 100 employees at supervisory level to work at various warehouses in India. Company is planning an orientation program for all these fresh employees. As an HR Head, it is your responsibility to undertake this orientation program successfully. Discuss the possible problems that you may encounter while conducting the orientation program?**

**Answer 2**

**Introduction**

Orientation is vital as a result of it lays a foundation for the new employee’s entire career with the department. 1st impressions ar vital since they establish the idea for everything that follows. while not orientation, a brand new worker typically feels uncomfortable in his/her new position and takes longer to succeed in his/her full potential.

**Concept and application**

Orientation is vital as a result of it:

1. Provides the new

**3. SYSTEMS Pvt. Ltd., a well-known education technology company in Mumbai is going through a phase of wider domestic expansion. Company has set up 20 new offices across India and employees in these new offices are about to undergo training exercises. You are an HR Head of the company who is responsible for doing this training. In this background, answer the following:**

**a. Which off-the-job training methods would you suggest?**

**b. Which off-the-job training methods would you suggest?**

**Answer 3**

a.

A number of Training methodologies and techniques are developed over the years to fulfill bound specific wants. On-the-Job training refers to the ways that square measure used at the geographical point, whereas the worker