TRAINING AND DEVELOPMENT AT NALCO: A STUDY

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Abstract

Training and development play an important role in the effectiveness of organizations and to the experiences of people in work. Training has implications for productivity, health, and safety at work and personal development. All organizations employing people need to train and develop their staff. Investment in training and development entails obtaining and maintaining space and equipment. It also means that operational personnel, employed in the organization's main business functions, such as production, sales, marketing, and management support, must also direct their attention and effort from time to time towards supporting training development and delivery. Most organizations are cognizant of this requirement and invest effort and other resources in training and development. However, investment in training and development is generally regarded as good management practice to maintain appropriate expertise now and in the future.

INTRODUCTION

Potential capabilities. Development of human resources is, therefore, most critical if the Now a day every organization, industry or company want to achieve the best position than other companies. they take many programs for achieving this, such as team building, performance appraisal, job satisfaction, inter personal skill development, quality circle etc. But when the needs of the program are fulfilled than the goal of the organization can be fulfilled. But these programs are not fulfilled without taking any training and development program. So, training play a very important role for develop of the company. Training can know about the need of the employee of an organization. They are

- Strength and weakness of an employee
- Modify the behavior of the employee at the workplace.
- After training an employee can know about their role to achieve its organization goal.

- Get the knowledge & skill about the new technology which is recently introduced in the organization.

Conducting and training program: -

Now a days, training program are gaining importance because they help to solve various problem, which are out of the introducing of new lines of production, severe competition, change in design and technique of production, change in volume of business etc. training has become a very significant management toll for bringing about desired change to solve organizational problems and to achieve organizational goals.

Therefore, to be very effective, the training function is required to be organized properly and systematically.

HUMAN RESOURCES DEVELOPMENT POLICY:

NALCO believes that human resources are the most important assets for the company. While all other assets will depreciate with time, human resources alone can appreciate with time in terms of competence, skill and expertise. Human resource has unlimited organization has to remain dynamic and growth oriented. Goals of HRD system in NALCO to create an enabling climate that can continuously identify nurture and utilize the capabilities of its employees to develop the capabilities of each employee as an individual. To develop the capabilities of each employee in relation to his/her present job/role. To develop the capabilities of each employee in relation to his/her expected future job/role to develop a mutually supporting relationship between each employee and his/her supervisor. To develop team spirit and effective functioning of every sub-system of the organization. To develop collaboration among different sub-system of the organization. To developoverall health and self –renewing capabilities in the organization.

OBJECTIVE OF THE STUDY:

1. To study the effectiveness of the training imparted by NALCO and its resultant in the performance of the employees.
2. To know the perception of the employees regarding training method in NALCO.
3. To enhance whether training helps to motivate employees and helps in avoiding mistakes.
4. To identify how training assists the employees to acquire skills, knowledge and attitude and enhance the same.

For our project we required information like knowledge about the employees, understanding skills generated and the mastery gained and the mastery during the training. Hence, we have taken an insight at the performance of the employees and also through evaluation of performance of the employees and through questionnaires and data received by the management.

METHODOLOGY:

Research methodology is systematic way of investigation directed to the discovery of some facts careful study of a subject, a course of critical and scientific inquiry.

The objective of this Internship report is to evaluate the overall Training & Development practices of Nalco for its employees. The main purpose of working on this report is to analyze the strategic human resource management practices of a particular company, also to distinguish between SHRM and traditional HRM. This report also focuses on various other companies HRM practices and relates them with our learned theory and how the theories are implied in real life.

To know the different training methods of Nalco. To know the design of the training program and also conduct the training program.

1. To find out the challenges that could be resolved with training.
   To know the improvements Nalco can take delivering their training program.

2. To know the evaluation process of training for its employees.
3. To find out the training session and practices Nalco follows avoiding sexual harassment.
4. To find out the improvements Nalco can address in terms of time management, technical skills & business communication skills.

Research methodology is purely and simply the framework or a plan for study that guides the collection and analysis of data. Research is the specific way to solve the problems and is necessarily used to improve the market potential. This involves exploring the possible

methods one by one and arrive the best solutions considering the availability of resources.

Research design: Descriptive.

Data: Primary and Secondary data.

Research: Survey method

Research Instrument: Questionnaire

I have been followed two main ways while working on this report.

FINDINGS:

1. The following are the findings for this project:
2. Training and Development Process is very important for every organization, for creating effective teamwork. The management of Deccan soft software services recognizes this, and they are satisfied with the existing Training and Development process because they are able to get the suitable candidate.
3. The new course of the job in the organization will be informed to the students through word of mouth to the maximum extent with the help of the Head of the Department.
4. The courses Designed in the organization is informed to the external candidates through want-ads to maximum extent, followed by email campaign informal contacts, The courses in the organization is advertised mostly through newspapers and then by seminars.

CONCLUSION:

To describe the term impact of training &development on work culture is very much large. Proper training and well development is the next meaning of customer satisfaction.Training and development is a very much essential and vital part for an organization and to maintain itself in present scenario. A proper training and development system and not only help organization to make right path, but also prepare organization to face the future change. So a proper and valuable planning is essential for its success and development.

To bridge up the gap between the present and future, training and development is a systematic tool, but very often we find that, sometimes people in the organization are hesitate to involve himself in the process of change or we can say they are not interested to charge the work culture because of various fear i.e loss of job, fear of replacement etc. in this situation is essential to success the total system. Here we conclude that training and development is an important weapon to modify the work culture and has great to develop the society.

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