

SEMESTER 4
TT4CRT18 HUMAN RESOURCE MANAGEMENT

No. of credits – 4

No. of contact hours – 90 hours / 5 hours per week

Objectives:

1. To learn various managerial skills necessary for the success of tourism industry
2. To learn the students about the procedures and practices applied for the manpower training and placement

Module 1

Human resource management – Scope – functions and objectives – personnel management and HRM evolution – HRM – requirement of HRM in tourism

Module 2

Human resource planning – meaning and definition – information of HRP – process of HRP – requisites for successful HRP – barriers to HRP – job analysis – job design

Module 3

Recruitment – Recruitment process – selection – selection process – methods selection – induction – placement

Module 4

Training and Development – Nature and importance of training and development – HRD in tourism – techniques of training

Module 5

Performance Appraisal – appraisal process – job evaluation – job evaluation process – compensation influencing factors – components of remuneration – Absenteeism and Labour turn over – labour welfare – wage and salary Administration

References:

1. K. Aswathappa (1999); Human Resources and Personnel management – text and cases; Tata McGraw-Hill, New Delhi
2. Aswathappa K (2008), Organisational behaviour, Himalaya Publishing. New Delhi
3. Management of Human Resources - text and cases; Rakesh. K. Chopra
4. Human Resources Management; C.B. Gupta
5. Human Resources Development; Dr. P. C. Tripathi.
6. Railey M (2014), Human Resource Management, Butterworth Heinemann. London
7. M Boella, S Goss-Turner, Human Resource Management in the Hospitality Industry: An introductory guide, Butterworth-Heinem