Importance of HRIS: A Critical Study on Service and Auto Sector

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Abstract: :- A HRIS system is widely known as a human resource information system or human resource management system (HRMS) which is basically an intersection majorly of human resources and information technology along a HR software solution. The advantage of such systems is they permit core HR activities that help to process theinformation electronically. Human Resource Information System has a edge over other systems as it integrates the various parts of core human resource, including labor productivity, payroll and benefit management into a small capital intensive system used to manage and supervise activities. The HRI system have an advantage of effectively planning, controlling and managing the HR costs in order to achieve improved quality and efficiency in HR decision making along with improving the managerial and employee effectiveness and productivity.

HRI System is widely used in service sector for the employees of the organization including the Man, Material, Machinery and Management. Moreover, HRI systems in auto sector have a wide advantage including development of core competencies in the workforce along with improving the comprehensive organizational climate of Human Resource systems and sub systems. Hence the human resource management System in such sectors is a software solution that provides online result for the data record, data information and data tracking demands of the Human Resources, management, accounting and payroll functions within a business.

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I. INTRODUCTION OF HUMAN RESOURCE MANAGEMENT (HRM):

Human resource management is simply related to managing human resources in the organization. Human resource management is outlined to inflate employee performance in order to meet the employer's critical and strategic goals and objectives.HR is fundamentallyrelated with the management of people in the organizations usuallyemphasizing on various critical policies on the system.

The HR departments of the organizationsis accountable for managing the employee recruitment, employee benefits , training and development, performance appraisal, and lastly awarding and rewarding the employees.HRMfocuses itself to the organizational change along with industrial relations that is stabilizingthe organizational practices along with needsemerging from local and governmental laws.

II. PRACTICE IN HRIS:

Themodern view of HRIS explains the organization to maximize the utilization of human resource in order topreserve competitiveness in the market. In large scale organizations, human resource information systems (HRISs) supply the technology foundationassisting the complete section of human resource functions.

HRISengages in animportant and critical section in the working of each element of HR. Additionally, by combining across the business operations HRISfurnish various organizations with planning,forecasting and controlling tool that replace computerization of various HR functions, hence effective utilization of HRIS in organizationgrants to overall organizational development and effectiveness.

Organizationspractice HRIS for human resource planning in order to plan new recruitments that can be displayed via HRIS along with the applications that are scanned and collected. HRIS also collects and stores of the working employees in organization, employees participating in various trainings and development learning sessions. HRIS maintains other HR functions like compensation, performance appraisal, competencies plan, development plans and benefits.

HRIS allows employees to search for various career options within the same organization along withinforming them for the future trainings. HRIS permits senior managers to track the employee'son-job performance along with used versus planned hours for various projectassignments assigned offeringperformance reports of the employee. Hence HRIS practices typical HR program's and functions includingfunctions like recruiting, record storing, selection, training and development, appraisal, employee compensation and retention through a computerized system that improves the quality and effectiveness of the HR operation.

III. INTRODUCTION TO HRIS:

In the new era of globalization, new and latest technologies are continuously being developed. The continuous change of technology requires the organizational leaders to be aware of

various types of technologies improving the overall organizational quality and effectiveness. The Human Resource Information Systems (HRIS) have vigorouslydeveloped since their origin from first introduction to the current state where their position is beyond their original purposes that is focused ontransforming paper records to computerized databases.

In Human resource information systems introduction of the payroll systems isaccomplished to control and managethe HR functions and policies. The HRIS Software is highly developedfor various organizations along with self contained features including the data storage systems. The established HRI system helps the organization to organize the employee information effectively, accurately and securely. Evolution of modern HRIS systems is a quality tool that is widely used by HR Professionals regularly for several purposes. The advantage of HRI system is that it keeps the organization records accurate and up-to-date that permits them to arrange for future growth of the companies.

IV. LITERATURE REVIEW:

Human resource information system is primarily used to follow data related to HR. HRIS is one of a kind of Management Information Systems (MIS). Storing employee data before compared to present systems has undergone a lot of change recently in the organization. HRIS combines data like employee information, benefits, pay roll, performance appraisal and performance tracking as technological development hasproducedabundant changes in overall HR management system. The collection of data lately ismoved from simple manual books and ledgersinto computer based tapes and disks owing to which tedious task of collecting data became easier eliminating manual work. HR Management is introduced as a strategic assembly platform as it developed to be called as Strategic Human Resource Management (SHRM). Hence, HR Management reconstructed to Human Resource Information System and is been implemented lately in many organizations.

Traditional HRISis outlined to contribute information needed for successful management of the organization including decision making related to human resource. The preliminary level of HRIS is utilized to handle employment relation and association in the organization. Companies earlier used to trackinformation manually on paper and spreadsheet making the process time consuming and difficult to manage.Typical HRIS Record salary and wage data, employee information, benefits, review dates, training and education, performance appraisal results.

Modern HRIS is outlined to contributethe effective management for human resource in the organization to acquire competitive advantage against competitors in the market in order toobtain accurate and timely data of potential and current employees in the organization. Along with the evolution of computer technology,gathering the requirement for information have been highlyintensify through the development of HRIS. Due to technological developmentvarious organizations have realized the importance to executehighlyadvanced computerized software system like Human Resource Information Systems.

Shifting to HRIS, organizations are competent toretain more up-to-date and accurate records assisting for future growth opportunities. A computerized Human Resource Information System is developed to observe, plan, control and impact the motion of people from the time of joiningtill the time of leaving the organization. HRIS helps to abandon paper reportsas all data is available through the computerized system.

ADVANTAGE:

The HRIS reduces and completely eliminates duplication of tasks and efforts leading to better organization of the HR staff. The major key advantage of HRIS isthe capability to consistently evolve and manage employees depending on theirindividual contribution in tasks assigned.

The transformation process basicallyrepresents chance to streamline the business operations in order toenhance procedures and HR operational costs. Along with planning the organization have a less complex and tedioustransformation in order to achieve an achievable end result giving more accurate and efficient Human Resource Information System.

The advantages of HRIS are as follows:

- High Speed of processing and retrieval of data.
- Reduced cost owing to less duplication of efforts.
- Easy to classify and reclassify availableinformation.
- Quick analysis in order to provide efficient decision making.
- High accuracy of data available along with report generated.
- Quicker response to queries answered.
- Highly improved quality of final reports.
- Superior work culture along various departments.
- Establishing of systematic and streamlined operational procedure.
- Increased clarity and transparency in the departmental system.

- Enhanced self management employee skills.

V.   HRIS IN SERVICE SECTOR:

Human resourceis amajorsector for any organization and specially for the Service Sector as where the organizational employees is usually referred to as the integration of important elements in service sectorincluding Man, Material,Machinery and Management. Hence it is   essential for any organization working in service sector to handle its human resources in an efficient manner owing to which HRIS plays important role.

In order to use the highest laboreffectiveness and efficiency to the fullest it is essential to handle them effectively. Excess and shortage of employees affect the organizations in service sector. Performance appraisal ishighest motivating factors in the service sector organizations that needed to be handledproperly. Hence, HRIS assists for the same in the service sector by regularly analyzing the employee's performance in the work assignedalong with his regularity to the work affecting his final appraisal in the organization. Hence, in this dynamic context, the importance of HRIS proves to be a critical factor.

Advanced HRIShas the abundant potential to be an organizational wide decision support system that assists to achieve both operational and strategic goals and objectives of organization. HRIS in service sector provides higher speed of data processing and retrieval of information along with quick availability of timely and accurate data about the human resources present in the organization. HRIS in service sector provides strict and regular analysis of the data by the manager in order to provide customized performance reports leading to effective decision making.

VI.   HRIS IN AUTO SECTOR:

Human Resource Development sub systems are currently in used in auto sector in order to develop competencies of the employee's and overall workforce in order to improve the overall work climate of the organization.A productive HRIS provides the employee data to the manager about anything the organizationrequires to follow and analyze about thepresent and former employees along with the regular applicants. Various automotive industries have replaced differentinterrelated systems like payroll system, personnel database, and benefits system with the powerful HRIS software system.
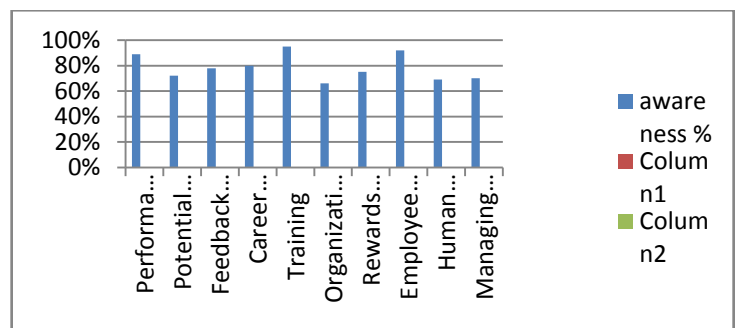
The Human Resource Information Systems (HRIS) of the auto sector's provides the overall data about the working employees including the attendance,history,salary hikes,positions available, employee training, overall performance development plans, disciplinary action, promotions, potential working employee recognition along with applicant follow up's and tracking, employee interviewing and final selection. Thisdatais been collected and stored in the system along withthe information is updated with respect to the demand and preference of HR department integrating with other department. Additionally, the data required for theknowledge development, employee development and management, career development and growth is provided by the HRIS.

VII.   EXAMPLE OF TATA MOTORS: AWARENESS OF THE PRESENCE OF HRD SUB SYSTEMS IN HRIS AMONGST THE EMPLOYEES IN AUTO SECTOR

The analysis below shows that almost every employee in TATA MOTORS is aware about the presence of various HRD sub systems in the organization. Training and employee welfare & quality of work life are the aspects about which the employees are most aware of. Organizational development is the aspect in auto sector about which the employees are least aware of.

Hence, it is recommended that managers should conduct one on one session's with the employees of the various departments in order to create awareness and make them understand the aspects of HRIS system.

VIII.   DISADVANTAGE:

A Human Resource Information Systemalso faces some of the disadvantages which can lead to various technical and non technical issues including involving human error during inputting the information, expensive technology up gradation in the system along with various malfunctions or inadequate applications to carry organization's human resource requirements.

Growing demand for computer experts and specialists bearing general technology knowledge and discovering a qualified

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expert with human resource sector knowledge is difficult. Companies cost to hire a HRIS expertis costly affair providingabove the average pay for a computer technology expert.

IX.   CONCLUSION:

Human resources information systems (HRIS) indeed play an important role in anorganization's HR function. Establishing an effective HRIS is certain for HR to continue on the competitiveplatformalong with aoffer to produce more efficient and streamlined business service. The major conclusion of this research paper isto achieve a clear visionabout the utilization of computerized HRIS software efficiently and effectively than manual method as itassists to maintain the relevant data with more precision and accuracy within less time improving the core HRM system in terms of overall administrative purposes along with the analytical purpose.

HRIS is a criticalelement of the organization anda efficient HRIS will provide critical information about the core human resources needs and capabilities; hence, this information will helpto manage the main management groups and team in introducing the organizational vision, mission and will help in setting right goals and objectives in return. HRIS is certainly not restricted to the computer software application comprising only the technical section of the system but it also contains the various elements like policies, people, processes, operations and lastly information in order to manage the overall HR function in the organization.

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