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Role of Information Technology in Human Resources Management

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Abstract: *The Internet has changing our lives and the way we interconnect with the others, how we work, how we learn and spend free time, in short, it has changed human society. Information technology (IT) as a set of offered scheme is available for people and organization through hardware mechanism and plays a main role in the growth of human resources. In today's world, Information technology is the important factor for the growth of human organization and group. This paper encloses a brief overview of the role of information technology in human resources management. Today top CEO knows the power of internet and information technology (IT) mode for reaching organization goal. The utilization of internet and information technology equipment helps not only to complete organization aim but to optimize work evaluation as well.*

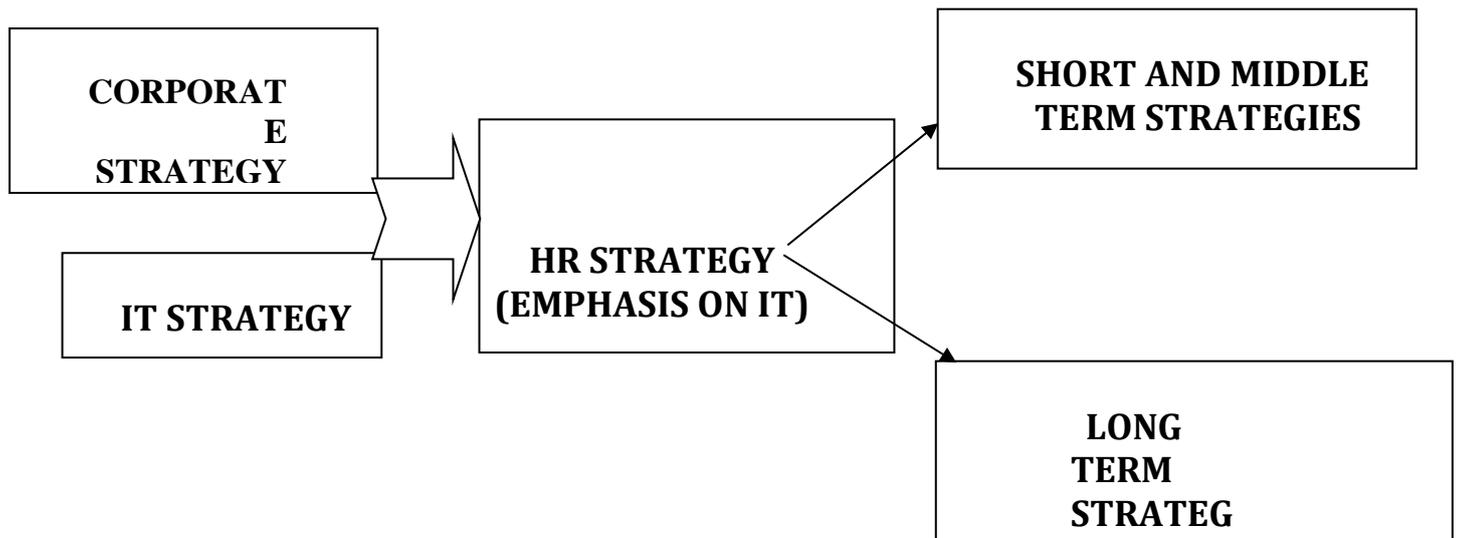
Keywords: *Information Technology (It), Human Resources Management, Recruitment, Human Resources Development.*

INTRODUCTION

Today all company realized that human resources are their greatest capital for the growth of the organization. The process of growth and development without human involvement is meaningless because human is the target and also means of achieving progress. (Kolinsky, 1998). The bases of human resources development are the presence of new and experimental information and the information is a rational process called information technology (IT) that can help to create and build up new strength in human resources. One of the main factors affecting nowadays is company and worker is changing according to new technology. Today's information technology has shown continuous development (Hajizade Moghadom, & Vajdi Dastgerdi. 2010). Technology and HRM have a wide range of impact upon each other and therefore human resource professional should be eligible to adopt technologies that allow the re-engineering of the HR action, be prepared to maintain organizationally and work project changes caused by technology, and be able to maintain a proper managerial climate for innovative and knowledge-based organizations (Manpreet, Loverdeep, Shiny, & Shivani, 2014). Information and communication technologies (ICT) -an umbrella term for technologies combined with the internet, new media (social media), mobile communication and computers- allow the organization to renovate their internal processes, structures, core competencies and relevant markets on a global scale. Information and communication technologies (ICT) are running throughout each sector of the economy and have implications for almost every enterprise. (Helfen and Kruger, 2002). HRM should be focused on the strategic objective and these strategic objective are preparing information technology strategies to plan to fulfill the human resources strategies plan in the field of information technology and the figure is as follow

The strategies framework of information technology Human Resources Plan

Sources- Selvan V, 2015



LITERATURE REVIEW

The Concept of IT

“Technology is a set of processes, techniques, method, equipment, tool, machinery and skills that a product or services are offered by them. Technology is the application of science to industry, using regular and directional practices and research” (Tarogh, 2002). Information technology is a set of the instrument which is created with the goal of renovative information systems and disadvantage of information technology are usually caused by the undue use of this system, incorrect and incomplete design of information systems. Undue use of the users (designers and IT engineers) of these systems mostly creates problems and disorders. Information technology is more a type of idea, strategy, thought and an instrument with innovation in human areas. (Ahmadi, 2011). Today’s implementation, growth, and protection of information system are as one of the most necessary business evaluation in IT orientation and managers and company are faced with new challenges in this area. Information technology is a set of intellectual and cultural system and it can be called a culture of information construction. Without creating a culture of information construction, therefore, what is information in IT is an information-oriented consideration. Information technology formed from combination and connection of series of useful produced schemes and supercomputers, computers, cables and wires. Information technology means the system of origination and collection of information using society and organization. IT made it feasible to have reached to information from anywhere by making computer programs cheaper, easier and smaller (Mohammad Nejad, 2011)

OBJECTIVE OF THE STUDY

Leaders thought that one of the greatest impacts of the internet and informational technology on human resources management comes from the way in which technology alerts business and lifestyle. Holding these thoughts in mind, an attempt is made to answer the following questions.

- 1) To know the Information technology (IT) influences the HRM Function.
- 2) To know the advantages and disadvantage of information technology on the employee as well as organizations.

RESEARCH METHODOLOGY

The present study performs a systematic and exploratory analysis study to investigate the role of internet and information technology (IT) on human resources management. The study is based on secondary data and the secondary data source is collected with the help of books, magazines, published articles, journals, the internet, seminar papers on internet and information technology and human resources management etc.

Role of Information Technology in (IT) on Human Resources Function

In the new age of information technology, facilitated communication and data transfer is the third wave of Alvin Toffler in a global society and economic markets are challenged to gain a better share of the global benefits (Davoudi, 1999). Nowadays, every organization use information system and computer technology to discuss everything everywhere. IT and internet are very impressive in organizational learning, effective communication with the employees, for the impressive organizational learning process and of the availability of information anytime and anywhere as manager required this to use their skills and abilities in organization and for timely decrease their weakness and other aspects (Ghorbani and Sangani, 2011). Information technology has changed the organization including human resources following function

Role of Information Technology in Recruiting

Information Technology (IT) in HR function has created a new way of HR processes applications. This IT application in HR processes includes virtual recruitment, E-learning, and self-services HR (Gardner, Lepak, and Bartol, 2003). Virtual recruitment is web based recruitment and it includes- virtual interview, online psychological test, resume searching and online job declaration that have changed the recruitment process and it is the fastest recruitment process. These applications also removed the potential obstacles to reach to the pool of candidate (Hendrickson, 2003). Before the internet, HR recruiters had to rely on print publications like as-newspaper; magazine but Information technology has made recruitment process more effective and efficient. (Selvan V, 2015).

Role of Information Technology in Training

HR manager trains new staff in the organization in a more efficient manner possibly through the information technology. Trainers work directly with new staff through the information technology and training programs.

Role of Information Technology in Performance Management

HR manager uses information technology to get employee performance and also assess employee feedback to be used for the benefit of the organization. Various hardware and software application available to make it possible for HR manager to examine the employee performance and established the performance standard. HR manager compares the actual performance of the employee to standard performance and remove the differences and also provide additional training to their employee.

Role of Information Technology in Human Resources Development

Information technology is also necessary for human resources development in the society and organization and it determines development principle of human resources according to the requirement of employees and society. Information technology helps in Human Resources Development by developing human capabilities and quality on a continuous basis. In information technology process, information is always produced, distributed, processed and managed, so information technology will be the solution of problems when the training of employees and human capabilities are combined and thus develop and enhance productivity (Saberi and Khademi, 2015).

Role of Information Technology in Idea Management tool

Information technology also plays an important role in idea management tool by providing information regarding how many improvement proposals are submitted by the employee in the organization and also helps in generating a new idea in the organization. It can also provide the cost and revenue information of the organization and also helps in implementation of the new proposal in the organization for future benefit. The main aim of the online information support in idea management is becoming the base of organization strong and provides the opportunity to all employee

To present their idea in the companies meetings and decision-making processes.

Information technology carries the following advantages:

- I. Save money and time
- II. Reduce expenses
- III. Improve work performance

The role of Information Technology in Human Resources information system (data storage). Human resources information system (HRIS) is an integrated system acquiring and storing data to make analysis, make decisions in the field of HR (Hendrickson, 2003). Technology makes the human resource work simple and easier. HR manager now stores and retrieve the companies files in an electronic format (Selvan V, 2015). HRIS provides information about employee's data, job characteristics, employment application requirement, selection and staffing, the procedure of employment, professional and individual improvement, corporate structure, educational costs, performance appraisal, organizing, personal planning etc. (Lippert and Swiercz, 2005).

Role of Information Technology in HRM

Information technology brings various improvements to an organization like- reduce administrative expenses, increase productivity, improve the decision-making process and customer service (Manpreet, Loverdeep, Shiny, & Shivani, 2014). The organization uses all types of technology for human resources management for hiring and selecting an individual for an interview, managing employee, storing their data and to analysis it (Hendrickson, 2003). Different type of software and hardware packages also available for this purpose and organization use these packages according to their requirements.

Today various organizations use the internet for getting employee's application and for recruiting new employees in organization

Disadvantage of information technology for the employees and organization

- I. The increment in the information technology shrinks the job opportunities in the organization and a large number of employees become unemployed.
- II. If the employees do not have knowledge about the information technology then employee can't get the desired job in the company.

- III. It can be expensive to build new information technology system in the organization.
- IV. It is risky from data security point of view.

CONCLUSION

It is clear from all the dissection that information technology benefits internal operations of the organization to a large extent. Use of computer, printer, and fax machine, telephones, robots etc. helps in the movement of information very quickly. With the help of information technology, HRM plan is made more quickly and job performance becomes effective. Information technology is a set of software and hardware for employee and organization and plays important role in the human resource development (Ghorbani and Sangani, 2011). Information technology has an influence on all the sector of human resources management in terms of planning and management, recruitment, training and development and maintenance functions.

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