

A STUDY ON EMPLOYEE PERFORMANCE APPRAISAL IN GLOBAL IMPEX, KARUR

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Abstract—A performance appraisal is known by other terms like employee appraisal, performance review. A performance appraisal is a measuring, comparing, controlling, finding, guiding managing career development of an employee. It is a method by which critically analyzing information about the relative importance of gathering, recording and critically analyzing information about the relative importance of employee to the organization. It is measured in terms of quality, quantity, cost, behavior and time, it is conducted by peers, supervisors, Hr manager, self. But generally in formal method it is conducted by the immediate manager or supervisor under whom the person is directly working performance appraisal is study of present achievements, and failures, personal strengths and weakness, and suitability for incentives, rewards and recognition, increased pay scale, promotion or further training. Finally it shows the suitability of person at present job to the organization.

INTRODUCTION

Performance appraisal is the process of obtaining, analyzing and recording information about the relative worth of an employee. The focus of the performance appraisal is measuring and improving the actual performance of the employee and also the future potential of the employee. Its aim is to measure what an employee does. It helps to analyze his achievements and evaluate his contribution towards the achievements of the overall organizational goals.

SIGNIFICANCE OF THE STUDY

1. Performance appraisal provides valuable information for personal decisions such as pay increases, promotion, demotion, transfers and terminations. Management gets an objective basis for discussing salary increases and promotion with the staff. Thus, performance appraisal serves as the basis of suitable personal policies.
2. It helps to judge the effectiveness of recruitment, selection, and placement and orientation system of the organization.
3. It is useful in analyzing training and development needs. These needs can be assessed because performance appraisal prevails people who require further training to remove their weakness. It also identifies individuals with high potential who can be groomed up for higher position.
4. Performance appraisal can be use to improve performance through appropriate feedback, working and counseling to employees. It serves as a means of telling subordinate how he is doing and suggesting necessity changes in his knowledge behavior and attitudes. It serves to stimulate and guide employee's development.
5. Performance appraisals facilitate human resource planning, career planning, and succession planning.

NEED OF THE STUDY:

Performance appraisal is needed in order to;

- Provide information about the performance ranks based on which decisions regarding salary fixation, confirmation, promotion, transfer and demotion.

- Provide feedback information about the level of achievement and behavior of subordinate. This information helps to review the performance of the subordinate, rectifying performance deficiencies and to set new standards of work, if necessary. • Provide information which helps to counsel the subordinate.
- Provide information to diagnose deficiency in employee regarding skill, knowledge, determine training and development needs and to prescribe the means for employee growth provides information for correcting placement.
- To prevent grievances and in disciplinary activities

OBJECTIVES OF THE STUDY

- To identify the strengths and weaknesses of employees to place right men on right job.
- To maintain and assess the potential in a person for growth and development.
- To provide a feedback to employees regarding their performance and related status.
- It serves as a basis for influencing working habits of the employees.
- To assess the impact of performance appraisal in the organization.

SCOPE OF THE STUDY

The study has been conducted with respect to effectiveness towards performance appraisal system existing in the organization.

- This study is useful to know the strength and weakness of appraisal. Therefore, the management can update the system with necessary changes.
- These finding of the study can be used for conducting further study.
- This study helps in giving suggestion to improve the efficiency of the organization.

LIMITATION OF THE STUDY

1. Some difficulties were encountered while doing the project. The limitations were listed below.
2. The survey could not be extended to all the employees working in the industry as they could not spare much time because of their busy schedule of work.
3. The performance appraisal study is conducted on a limited number of employees and on the entire work force.
4. The answers given by the respondents highly depend on the mood and interest and thus the accuracy fluctuates sometimes.
5. Sample size is 150 respondents.

STATEMENT OF THE PROBLEM

1. Performance appraisal is a process of assessing, summarizing and developing the work performance of an employee.
2. In order to be effective and constructive, the performance manager should make every effort to obtain as much objective information about the employee's performance as possible.

Low performance can push the organization back in today's tough competition scenario. The project is aimed at analyzing the performance appraisal in companies.

RESAERCH METHODOLOGY:

Research refers to the search for knowledge. It is a scientific investigation for relevant information. The purpose of methodology is to describe the sampling procedure, the research design & data collection methods.

Research methodology is a way to systematically solve the research problem. It may be understood as a science of studying, how research is done scientifically. Here the researcher is studying the research problem along with the logic behind them. Descriptive research design is followed in this study

RESEARCH DESIGN:

The research design refers to the overall strategy that you choose to integrate the different components of the study in a coherent and logical way, thereby, ensuring you will effectively address the research problem it constitutes the blueprint for the collection measurement, and analysis of data.

DESCRIPTIVE RESEARCH:

Descriptive research is used to obtain information concerning the current status of the phenomena to describe, What exists with respect to variables or conditions in a situation. This research helps in knowing the different procedures available, provides details about the difficulties faced by the employee and the areas where improvement is needed.

SAMPLE DETAILS:

A sample size refers to the numbers of items to be selected from the population 150 respondents were selected as sample size of the study. Probability Simple random sampling was used by the researcher in the study In total, there are 250 permanent employees are working in Global impex among them 150 employees were identified as the sample size of the study.

DATA COLLECTION METHOD:

Both primary and secondary data were used by the researcher for this research study.

Primary data

Primary data are data, which are collected afresh and for the first time, and thus happen to be original in character. The primary data were collected from various employees with the help of a well-structured questionnaire.

Secondary data

Secondary data consist of information that already exists somewhere, have been collected. Secondary data required for the study were collected from company websites and magazines and using some library books.

TOOLS FOR ANALYSIS:

Descriptive research was used for the study The research problem and questionnaire sere framed accordingly. The suggestions offered emerged from the inferences drawn from study of sample respondent's information thus analyzed by using percentage analysis and chi square test.

Questionnaire was the main tool used to collect the data from the selected sample respondents.

TOOLS AND TECHNIQUES:

After the data has been collected, it was tabulated and findings of the project were presented followed by analysis and interpretation to reach certain conclusion. Simple statistical tools like percentage analysis and chi-square analysis were used by the researcher to analyze the data. The diagrammatic representations were given through bar charts

Statistical Tools:

- Simple percentage method
- Chi-Square method
- Correlation

DATA ANALYSIS AND INTERPRETATION

CHI SQUARE TEST

NULL HYPOTHESIS

Ho – There is no significant to performance appraisal in your organizations is satisfied and considered opinion and suggestions.

ALTERNATIVE HYPOTHESIS

Ha – There is significant to performance appraisal in your organizations is satisfied and considered opinion and suggestions.

Performance appraisal in your organization is satisfied / considered opinion and suggestions	Highly agree	agree	Highly disagree	disagree	Total
Highly agree	27	35	25	3	90
Agree	14	9	7	2	32
Highly disagree	1	4	3	6	14
Disagree	3	2	4	5	14
Total	45	50	39	16	150

Particular	Observed frequency	Expected frequency	(O-E)²	$\frac{(O-E)^2}{E}$
R1C1	27	27	0	0
R1C2	35	30	25	0.833
R1C3	25	23.4	2.56	9.140
R1C4	3	9.6	43.56	0.220
R2C1	14	9.6	19.36	0.495
R2C2	9	10.6	2.56	4.140

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R2C3	7	8.32	1.742	4.775
R2C4	2	3.41	1.988	1.715
R3C1	1	4.2	10.24	0.410
R3C2	4	4.67	0.448	10.40
R3C3	3	3.64	0.409	8.88
R3C4	6	1.5	20.25	0.074
R4C1	3	4.2	1.44	2.916
R4C2	2	4.67	7.128	0.655
R4C3	4	3.64	0.129	28.08
R4C4	5	1.5	12.25	0.122
				72.855

$$\text{Chi square } (X^2) = \frac{\sum(O-E)^2}{E}$$

E

Degree of freedom = (r-1)(c-1)
 = (4-1)(4-1)
 = (3)(3)
 = 9

Level of significance = 5%

Table value = 16.919

Calculated value = 72.855

CV > TV = Ho is rejected

RESULT:

Since the calculated value is higher than the table value. So we rejected the null hypothesis. There is significant to performance appraisal in your organizations is satisfied and considered opinion and suggestions.

CORRELATION

The table shows that when performance appraisal is conducted in your organization and performance appraisal helps to take promotion decision of employees.

X	15	13	28	94
Y	68	25	47	10

X= Performance appraisal is conducted

Y= performance appraisal helps to take promotion decision of employees.

X	Y	X²	Y²	XY
15	68	225	4624	1020
13	25	169	625	325
28	47	784	2209	1316
94	10	8836	100	940
∑x=150	∑y=150	∑x²=10014	∑y²=7558	∑ X Y=3601

$$r = \frac{\sum XY}{\sqrt{(\sum X^2)(\sum Y^2)}}$$

$$= \frac{3601}{\sqrt{(10014)(7558)}}$$

$$= \frac{3601}{4862.096}$$

$$r = 0.4139$$

RESULT:

This is a positive correlation. The performance appraisal is conducted in your organization and performance appraisal helps to take promotion decision of employees.

FINDINGS

- 48% of the respondents belong to below 25 years.
- 72% of the respondents are belong to male gender.
- 46% of the responds are belong to the category of UG level.
- 70% of the responds are unmarried.
- 55% of the responds are belongs to the category of 1-5 years of working experience.

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- 55% of the respondents belong to 10,000-20,000 of salary.
- 63% of the respondents said that 1 year of performance appraisal system are conducted.
- 34% of the respondents said that managers are conducted the performance appraisal.
- 65% of the respondents are considered strength and weakness are needed in employee performance appraisal.
- 73% of the respondents are satisfied with manual Appraisal.
- 64% of the respondents are satisfied with the increment after performance appraisal.
- 55% of the respondents are not satisfied with the training after employee performance appraisal.
- 74% of the respondents are satisfied with the career development.
- 62% of the respondents are agreed their motivating factor.
- 80% of the respondents are collected their feedback after performance appraisal.
- 66% of the respondents are improved after employee performance appraisal.
- 45% of the respondents are highly agree their promotion decision after performance appraisal
- 43% of the respondents are agreed their transfer decision.
- 33% of the respondents are highly agree their relationship with superiors.
- 60% of the respondents are highly agree to satisfy their performance appraisal.
- 60% of the respondents are increase productivity and achieve their goals.
- 33% of the respondents are agree to develop their potential in employee performance appraisal.
- 41% of the respondents are agree to improve the quality of work life or standard of living.
- 33% of the respondents are agreed to consider their suggestions and options in employee performance appraisal.

SUGGESTIONS

- ✚ Performance appraisal wants to improve the employees training and knowledge Transformation and it should improve job satisfaction level and self- development for the employees.
- ✚ Performance appraisal system should motivate the employees and increase their Performance level in their work.
- ✚ Provide proper training for the employees for the better performance the performance Appraisal should identify strength and weakness in their job.
- ✚ Increase the strength and reduce the weakness through the performance appraisal System.
- ✚ Performance appraisals make chance to improve the employees personal skills through training and regular supervisor suggestions.
- ✚ Performance appraisal helps to improve the personal skills for the individual employees.

CONCLUSION

The study is concluded that the Performance appraisal system in company is effective but there exist certain criteria like seniority merits. Most of the employees feel that performance Appraisal system is objective and that it provides opportunities to discover their potential. They also accept that the Performance appraisal system improves communication within the organization. Though a majority of the Respondents say that they receive feedback from their appraiser they are not very appreciative of the extent of Feedback. The employees express that the use of performance

appraisal system can be improved further for their Betterment. Based on the findings of the study some valuable suggestions have been offered. It is hoped that the findings and suggestions will be useful in improving the existing employee performance annual appraisal system.

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