IMPACT OF TRAINING AND DEVELOPMENT ON EMPLOYEE PERFORMANCE WITH REFERENCE TO AAVIN AT SETHIYATHOPE

BRINDHA.S, NITHYA. R
1,2MBA (Final year student)
1,2Department of Business Administration
1,2Dhanalakshmi srinivasan college of arts and science for women Autonomous (Perambalur)

Abstract: This study is based on one of the important thing that every organisation should do for their employees that is Training and development. Employees are the most important assets of any organisation. Every organisation need well trained employees to achieve the organisational objectives effectively. Training and development greatly influence the performance of the employees in a position manner. Training and development helps to develop skills, knowledge and abilities and also guide employees to perform better. The success of the organisation depends on the performance of employees. So the training is important for the current competitive and challenging business world. Employees are motivated through training provided by the organisation. The employer give compulsory training program for all employees in an organisation to enhance the performance of the workers. Trained employees are more productive than untrained employees. It also investigates that it is need for continuous training and development to face market dynamics, competition, customer needs and wants effectively and efficiently. This study should give detailed information about the importance of training and development and how it affect the performance of the employees in an Organization.

Introduction:
Training and development is considered to be the most important part of human resource management. Training and development is necessary for both organisation and individual employees who work or contribute themselves for the success of the organisation. Training and development is a structured program and systematic process that increases the knowledge, employability skills, capacity of an individual. Every individual in an Organization should his/her knowledge continuously to adopt changing environment, and to face current market trends, competition effectively. It improved the efficiency of work and it leads to optimization of resources and skills. Training is different from development. Training is purely based on job but development is Psychology oriented. It is a continuous Process and task of every organisation to give their employees better training and development facilities. Trained employees can work without any accidental rate. Development is Psychology oriented mainly provided the employees who handle the managerial task. The Individual objectives of training and development is that it helps to achieve their personal vision and mission and contribute themselves for the achievement of organisational objectives and goals. This study help to understand the importance, benefits, and various methods of training that would be provided by the organisation for their employees to improve the efficiency in work.

Importance of training and development:
- It helps to identify the strength and weakness of the employees
- It helps to enhance the better performance of the employees
- Training and development ensures job satisfaction for the workers
- Trained employees are more productive. So it helps to increase the productivity of the organisation.
- It helps to achieve the organisational objectives, goals effectively through high productivity.
- Trained employees can work without supervision.
- It helps to enhance skills, abilities, motivation of the employees.

METHODS OF TRAINING AND DEVELOPMENT:
On the job training:
On the job training which is given to the employees at the workplace by his immediate supervisor. In other words, the employees learns the job in the actual work environment. It is based on the principle of “learning by doing” and “learning while earning”.

Types of the Job training:
- Coaching method
- Mentoring method
- Job rotation
- Job instruction method (JIT)
- Apprenticeship training method
- Committee Assignment
- Understudy Training
Coaching method:
In this method, the superior teaches or guides the new employees about the Knowledge and skills relevant to a given job. In this method, superior plays the role of coach, or guide and an instructor.

Mentoring method:
Mentoring method is the process of sharing knowledge and experience of an employee. It is mostly used for managerial employees. Mentoring is always done by senior person. It is also one- to – one interaction like coaching.

Job rotation:
Job rotation is an important method for broadening the Knowledge of executives. Under this method, a trainee is periodically shifted from one week to another week and from one department to another department for a particular period of time. The main objective of job rotation is to expose the employees to various inter- related jobs.

Job instruction method ( JIT)
In this method, a trainee at the supervisory level gives some instructions to an employee to how to perform his job and it’s purpose.

Apprenticeship training program:
The apprentice or trainee learns the job knowledge and skills from the trainer or superior or senior workers. Generally the apprenticeship training is given to the technical cadre like mechanics, electrician, craftsman, welders, fitter etc.. The duration of this training programme ranges from one year to five years. The trainee gets the stipend during the training period.

Committee Assignment:
When employees are assigned to a committee to address a particular issue, they are able to work closely with other members and committee leader. They gain more knowledge by observing and participating in decision making process.

Understudy training methods:
A superior gives training to a subordinate or understudy like an assistant to a manager or director. The subordinate learn through experience and observation by participating in handling day to day problem. Basic purpose is to prepare subordinate for assuming the full responsibility and duties.

Off the job training:
Off the training is the training methods wherein the workers Learn the job role ,away from the away from the actual work floor.

Types of off the job training method:
- Lecture method
- Group discussion
- Role play method
- Seminar/ conference method

Lecture method:
Under this method, trainees are educated about the concepts, theories, principles and applications of Knowledge in any particular area . Trainer may be generally drawn from colleges, universities, consultancies, institutions etc .. They impart training effectively by their oratorical skills, knowledge and practice knowledge using audio visual tools

Group discussion method:
Group of people participate and discuss particular subject or one topic. Under this method participants are divided into various group. They are provided a particular issue. Each group has to prepare solution after deep discussion with their group members. The group leader has to present solution to the audience.

Role play method:
Under this method, trainers are explained the situation and assigned roles. They have to act out the role assigned to them without any rehearsal. They have no pre- prepared dialogues. They have to assume role and play the role without any preparation.

Seminar/ conference method:
This method enables the trainer to listen to the lecture/ talk delivered on specific topics and provides opportunities to participate to interact with the speaker and get their doubts clarification.

EFFECTS OF TRAINING ON EMPLOYEE PERFORMANCE:
The benefits of training can be summed up as: It reduces wastage of materials and idle time. It exposes employees to latest trends and minimise the time for supervision. It reduces the labour turnover. It helps to maintain cordial relationship between management and employees of the entity. So, the smooth functioning of business can be done. It improves the skills of employees and ensure productivity. It also helps to achieve both long term and short term vision and mission of the company. Training and development reduces the frequency of accidents at work place and consequent compensation payment. Training and development helps for the employees to learn about different customers and their preferences. Based on that the organisation can produce it’s product. Trained employees can handle the machines properly than untrained one. It greatly affect or influence the employees performance in a positive manner. It has only one disadvantages that some type of training methods are costly and time consuming. It allows employees to excel and help give them a sense of self work and improves. Employees competency can also be improved. Have familiarity with work. Do a good job, resulting in a favourable performance. Attract new recruiters who seeks improvement.

REVIEW OF LITERATURE :
Joel Rodriguez, Kelley Walters (2017) Employee performance impacts the bottom line of an organization. For this reason, it is the responsibility of organizational leaders to be aware of the importance of training and development’s impact on the performance and evaluation of employees. Employee training and development assists the organization and employees in attaining diverse goals,
such as improving morale, sense of security, employee engagement, and overall competencies necessary to perform a particular job. In addition, organizational leaders should use systematic approaches for assessing employee performance, which outcomes are usually determined on personal, organizational, environmental, motivation, skill level, aptitudes, or role perceptions factors. With suitable training and development opportunities, as well as effective employee performance assessment approaches, employees will be capable of assisting the organization in achieving its competitive posture in today’s global market.

Bassam Mohsin Mozael (2015) Training is becoming one of the most important functions that has real impact on an organization’s performance. The aim of this study is to discuss the training method to maximize the performance of employees. The main findings of this research is that there are several training methods which are used to enhance employee performance. Based on the significant result, several new methods are suggested for better employee training. The main contribution of the proposed solution is in creating new methods which provide employees with practical training to enhance employee performance and save on organizational cost.

**RESEARCH METHODOLOGY:**
According to this study, investigation was conducted for some definite purpose with the help of a structural and personal interview to gather primary information as well as the most appropriate research design for the study is descriptive research design. This study is an evaluative and diagnostic attempt to discover empirically the nature of relationship between performance appraisal and training and development within the extensively draw domain of the problem of the questions. Methodology as the name suggests is the method through which the problem or the situation is tackled. It involves a lot of factor like the research design, sample size, segment, techniques of sampling, tools used etc., all the steps and factors put together to bring out a clear and accurate results.

**TABLE AND CHARTS**

**TABLE 1**

<table>
<thead>
<tr>
<th>OPTIONS</th>
<th>NO OF RESPONDENTS</th>
<th>PERCENTAGE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>95</td>
<td>95</td>
</tr>
<tr>
<td>No</td>
<td>5</td>
<td>5</td>
</tr>
<tr>
<td>Total</td>
<td>100</td>
<td>100</td>
</tr>
</tbody>
</table>

**Interpretation:**

From the above table it clear that 95% of respondents were said that training impact their skills and 5% of the respondents were said that training does not impact their skills.

**CHART 1**

![Chart 1](chart1.png)
TABLE 2

Methods of facilitation at the training:

<table>
<thead>
<tr>
<th>FACILITATION METHOD</th>
<th>Frequency</th>
<th>PERCENTAGE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lecture</td>
<td>40</td>
<td>40</td>
</tr>
<tr>
<td>Demonstration</td>
<td>40</td>
<td>40</td>
</tr>
<tr>
<td>Discussion</td>
<td>5</td>
<td>5</td>
</tr>
<tr>
<td>Presentation</td>
<td>15</td>
<td>15</td>
</tr>
<tr>
<td>Total</td>
<td>100</td>
<td>100</td>
</tr>
</tbody>
</table>

Interpretation:
From the above table it is clear that lecture and demonstration method is frequently used for the training purpose.

CHART 2

CONCLUSION:
Training and development is one of the essential part in every organisation. It is necessary for both trainer and trainee. It helps for the growth and development of a business and lead the organisation towards success. Training and development helps employees to know the latest trends and technology that introduced in the current market world and use them according to the company’s objectives. It helps to face innovation and competition effectively. It helps the employees to develop their career and better position in an Organization. This study investigates the relationship between training and development and employee performance towards the organisation. It also helps to increase the contribution of employees toward organisation to gain more profit and to achieve organisational objectives. Hence training and development is considered to be one of the basic and crucial factor for every organisation to ensure effective worker performance.

REFERENCES