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Career Planning Is Essential Process and Element For Employees and Organizational Development

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Abstract :-

Today the world is global business environment, organizations want employees of new and better personal quality, ability and of personal enriched skill. In this age of rapid technological changes, organizations face the problem of manpower redundancy. Career planning may be defined as the planning for progress work life. An employee's progress in work life implies his advancement from the position of initial entry to more rewarding or satisfying positions over the time. It assists the employees to achieve a better match between personal goals and the opportunities that are available in the organization. By the help of successful career planning employees achieve their own goals and objectives with the organizational goals and objectives. Employees get job satisfaction within the organization by which higher productivity and profitability become possible in the organization which leads to the success of the company.

Key words :- personal goals fulfillment, organizational goals and objectives, competitive world and organization, opportunity, strength, profitability, productivity, job satisfaction.

Introduction :-

The career planning is a process of synthesise and harmonise the need of the organization with the aspirations of the employees so that individual can realize self-fulfillment and the organization effectiveness can be improved. Career planning goes through a process as follows :-

Investigated career planning process and cycle:-

1.) Identifying individual aspiration, needs :-

The first stage in the field of career planning process is to find out and identifying individual aspiration, and need. Which is some times become so difficult and complex to lots of individuals. Most of the individual do not have a clear cut idea about their career inspiration, anchor, and goals. The human resource manager and career counselor must, therefore, help an employees or a common individual by providing as much as information as possible. Along with this their skills ability and experience must be considered. This type of information can be given at the seminar or the workshop. The basic purpose of giving this sort of information to the individual is to help him form a clear view about what he should do to develop or build his career within his company or in his whole life. This will assist in making a decision about his/her career.

2.) Gathering information stage :-

The second stage in the process of career planning is to gather information regarding choosing of career from the world or from the job market. Information is a very valuable asset for the employee or for the a common individual in deciding his/her career. at this stage the employee investigate the whole world of work in greater depth. An employee will begin to identify potential career by gather essential information pertaining to it as follows:-

- (a) Learning skills and experience required.
- (b) Panning for academic and career alternatives.
- (c) Investigating regarding education and training required.
- (d) Investigating job market requirement.
- (e) Learning job market trend.
- (f) Learning above careers of one's interests.
- (g) Learning career entrance requirements.

3.) Analyzing career opportunities :-

Analyzing career opportunities is the third stage of career planning process. An employee or an individual gather information from the world or the current job market and the exact next stage is to analyse this all informations and job or career alternatives from one to another. After identifying career needs and preparation of personnel skill inventories and capacity and ability, an

individual or human resource manager make a career path for the employees or individuals for their career . career path shows how will be progression of an individual in future for each alternative.

4.) Career Goal setting :-

Career goal setting is the fourth stage of career planning process. it comes exactly after analyzing the career opportunities. After analyzing all career information and alternatives and designing of path of the career for every alternative., the next step is to setting a particular specific alternative or goal and deciding objectives to achieve it. In this stage individual evaluate occupational choice and gain practical experience. Goal setting can be done with the help of career counselor or human resource manager of the company.

5.) Exploring career :-

Exploring the career is fifth stage in the process of career planning. Exploring stage occurs during mid teens or early twenties when an individual is in college or university. This stage continues when an individual takes up a new job and start his career in an organization or a company . he meets his friends, relatives, and employees of those certain company to seek, find and know about company. human resource manager helps the employees to become comfortable with the environment of company by conducting orientation and induction training program.

6.) Maintenance stage :-

The maintenance stage is the sixth stage in the process of career planning. This is also called the stage of stability. When an employee spend his 15 to 25 year in the current company and in the condition of stability, he in a stage to only maintain himself in his current company. along with this he is very keen to maintain his reputation in his current company.

7.) Decline stage :-

Decline stage is the last stage in the career planning when an employee spend his so many year in the current company and in the old age. An old employee normally get retirement and pursuit of his hobbies. But some employees are still interested to continue working as part time workers or consultants etc.

Types of career planning:-

There are two types of career planning as follows:

a) Individual career planning.

b) Organizational planning.

a) Individual career planning :-

Individual career planning is the first kind of career planning. In individual career planning, each employee individually plans he/her career goal for his future life. This is called individual career planning.

b) Organizational career planning :-

Organizational career planning is the second kind of career planning. This is vast process. the process in which an organization plans career goals for its employees is called organizational career planning. It is very important for an organization to plan career for its all employees by which employees personal and organizational both goals can be achieved.

Benefits of career planning for an organization and employees:-

1.) Full use of employees potential and strength :-

The top level managers have to work with the employees. They have a certain predetermined goals which they fulfill through their employees or their subordinates. Every employee has a desire to grow and obtain an apex height in his work place or the company. if there are enough opportunity to grow and achievement , he pursue career goals and use his full potential in the company. career planning helps an employee know the career opportunities available in an organization. a person come to know in advance the level to which he can use and the potential and aptitude he has.

2.) Reduce employee turnover :-

An organization that make career planning for its employees, create a great goodwill in front of employees. In the organizational career planning individual goals are involved in the plan, so well fare of employees become possible within the organization. By this effort from the organization or company the labour absenteeism and labour turn over reduce from the company. they become happy with the company and work dedicatedly.

3.) Enhanced motivation of employees :-

Career planning is a way where the organization always takes care of employees. every employees have their personal goals and objectives when their objectives and goals accomplish with the goals and objectives of organization, the employees motivation and encouragement enhance. Employees feel highly motivated when the organization shows them a clear path as to how they can meet their personal ambitions while trying to realize corporate goals.

4.) Availability of competent employees :-

Career planning assist the organization to train and develop. the successful entrepreneur or top level managers facilitate and make available the training and development program in the organization time to time by which skills and ability of employees can be improved for better production of end product in the organization. along with this in the career planning, the organizations are able to develop the employees do that when the time comes, there will be adequate supply of the right types of skills and abilities needed to enable the organization to achieve its objectives and goals.

5.) Employees growth :-

With the help of best career planning the growth of employees become possible. Best career planning motivates, inspire and encourage the employees to do their personal growth and development. They work with their full potential and strength to fulfill their personal as well as organizational goals and objectives.

6.) Achieving goals and objectives :-

A great career planner is a planner, whether he is human resource manager for his employees or he plans for himself, who achieve his personal as well as organizational goals and objectives. his career planning is very powerful and have potential to achieve common and personal goals.

7.) Helpful in job change :-

The best career planning comprises all the factors of job change. The best career planning consist all the element and situation of employee job change as well as job rotation. Career planning can help the organization prepare certain categories of employees for more important jobs and thus contribute to succession planning for the organization.

8.) Higher productivity :-

With the help of better career planning of employees in the organization the dream of higher productivity of top level managers become possible. Higher productivity is the prime goals of every organization or company. the best career planning make it possible for the organization.

9.) Job satisfaction of employees :-

In the best career planning of the employees of the organization, the emphasis of the top level management always on job satisfaction of employees. They make a clear cut career path and a enriched best career graph of success for the employees where they get success and high job satisfaction

10.) Reduce cost of production:-

Best career planning enhances the job satisfaction within the employees and generates intrinsic motivation and inspiration in the employees by which employee's hard work for the betterment of the organization. they work with there full strength, they reduce the wastage by which reduction of cost become possible in the organization.

Suggestion and finding:-

1. Career planning is a sum of all the jobs occupied by a person during his working life.
2. It may be individually centered or organizational centered.
3. It is the discovery and planned deployment of talent.
4. In the career planning process there is an individual who ultimately judge the success of his career.
5. Well planned and well executed career planning and development ensures the availability of human resource with required skill, knowledge and talent.
6. The successful career planning describe the various roles an individual may have as part of his life career and organization.
7. The proper career planning ensures that the women and people belongs to backward communities or different cultures get opportunities for growth and development. This is also worthful for attracting and retaining the people from different culture also enhance cultural diversity.
8. Every career path is a plate form from which an individual is likely to move to a higher level of work responsibility.
9. The career planning provides employees to make strategy for work life balance.
10. It represent an organized path taken by an individual across time and space. It is lateral movement in an occupation of an individual over his employment span.
11. Efficient career planning and development prevents chaos by helping to provide a more regulated, ordered and objective procedure for upward mobility of the staff members.
12. It helps in increasing efficiency and productivity in job and in turn, effectiveness in meeting the organizational objectives through greater creativity, motivation and contribution of the staff.
13. To meet the immediate and future human resource needs of the organization on a timely basis, career planning is essential in the organization.
14. Career planning is the discovery and planned deployment of talents of the organization.

15. The effective career planning chart out occupational directions which employees relate to career goals.
16. In efficient career planning process the individuals are in the condition who ultimately judges the success of their career.

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