

The Relationship between Job Requirement & Efficiency

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ABSTRACT

The Fahliyan Formation (Lower Cretaceous) is composed of carbonate rocks and is composed of carbonate reservoir rocks in south and west-south of Iran. In order to study Sequence Stratigraphy in coastal fars two surface sections consisted of Bidkhon or Assaluyeh section in East Assaluyeh anticline and Khartang section in Khartang anticline have been studied. Field observations and petrographic studies in coastal fars indicate that the Fahliyan formation deposited in four facies belts: tidal flat (A), Lagoon (B), barrier (C) and open marine (D). Study of facies, their vertical and lateral changes and comparison with modern and ancient environments indicate that the Fahliyan formation deposited in a shelf carbonate platform with shallow environments. Sequence Stratigraphy of the Fahliyan formation in the area indicates the existence of two depositional sequences (3rd-order cycles). In the studied sections, the lower and upper boundary of the first sequence and the top boundary of the second sequence are type one unconformity (SB1).

KEY WORDS: Staff, Efficiency, Job requirement, Firooz Abad.

INTRODUCTION

Any success of an organization depends upon suitable allocation of tools, equipment, money, raw materials and human resources which is possible when the organization could apply all its skills, facilities and personal/group characteristics of the staff in compliance with organizational purposes. Therefore it is said that the real meaning of an organization is regular arrangement of people for finding the ideals.

Personnel have a fundamental role in organizations. Therefore any increase in their efficiency is the major worry of them. Today it is not enough only to apply traditional and common methods of management education. This is because upgrading of efficiency needs newer efforts and modern methods.

For this purpose all Western societies have serious endeavors to increase their personnel skills and obtain further success accordingly. But traditional and old methods of management are applied in under-development countries and as a result management in these societies are free from required efficiency.

Today there are two important concepts such as efficiency and effectiveness which are the ideal of all companies and different governmental & non-governmental fields in order to survive in today's competitive environment. The present research intends to study any relation between occupation and its effects on efficiency. Therefore it is necessary to consider different aspects like the role and effects of skills, academic records, useful work experiences and personality of personnel on their efficiency.

The importance of research

The most important factors of any researches are attraction and importance of the subject. All researches intend to make clear any hidden angles of realities and secrets for the researcher and/or open a hole towards completion knowledge of the subject.

For this purpose, one of the most interesting and in fact useful subjects is to study any relations between occupancy with the staff and its effects on the efficiency.

The first step is related to the employment of human resources and supplying of man power. In case of any incorrect performance of this step, there is a possibility of presence of non-qualified persons in the organization and further clear & wage problems. Therefore it is possible to prevent from these effects in this step. Certainly it will be so much difficult if it is after establishment of persons in the organization. Needless to state that arising of any problems out of weak treatment in this step is not removable even by modifying the salary and allowances as well.

Description

The organizational chart of an organization is a sign of general attitude governing on the organization against different jobs, job conditions, supervision system and further communications of the organization. Therefore it is so much important for all occupied persons to be in compliance with these occupancy rules and regulations. Sometimes some people are installed for different positions without any relation with their conditions. This may reduce their efficiency as well. As a result it is necessary to consider low efficiency from different viewpoints such as lack of attention to the skills, academic records, experiences and ...

Therefore in this research, the researcher intends to have a complete study about any relations between compliance of different specifications of occupied people with considered conditions and any effects of which on their efficiency.

Research theory

- It seems that there is a meaningful relation between the skills of personnel and their efficiency?
- It seems that there is a meaningful relation between the academic records of personnel and their efficiency?
- It seems that there is a meaningful relation between the experiences of personnel and their efficiency?
- It seems that there is a meaningful relation between personality of personnel and their efficiency?

Occupation conditions

Occupation conditions of any job means the minimum requirements for successful performance of the job. In other words knowledge, skills and facilities are important for successful & effective performance of the job. The real meaning of “ Correct Appointment” in management of human resources is a good relation and compatibility between the occupied person (with regard to the requirements of the considered job) and the occupation as well (as mentioned in job description).

Job requirements mean any job description for answering to this question that for excellent performance of a job who should be occupied? What specifications and experiences should they have? This is a sign of a person who should be occupied and relevant necessary specifications for successful passing of the tests.

Table of relevant information of job occupancy requirements (Saadat/2007,p40)	
Job requirements	<ul style="list-style-type: none"> *Academic records *Experiences *Special courses *Judgment power * Innovation *Making decision *Physical skills *Skills in transfer of concepts *Mental & Behavioral specifications (Personal characteristics) *Necessary to have more than usual usage of a sense like eyes

The real meaning of efficiency

Efficiency is a considerable factor for both private and public sectors. Even in different organizations and in spite of various ideals and duties, efficiency is the center of focus of them.

Specialists consider efficiency as a factor for obtaining specified goals and satisfaction of those who are special in finding any roles. When we speak about efficiency we should bear all required resources for finding the ideals and /or any real items as well. Suitable rate of profit to costs means more efficiency. Managers are responsible for providing equilibrium between facilities and efficiency. Managers are obliged to show their facilities by performing their jobs from one side and also increase their efficiency by reducing the costs and further economy in resources as much as possible from the other. A person is more efficient than the other when it is able to perform a job more and better within a fixed period of time and equal energy consumption. It is possible to consider this item from another point of view. It means that when two persons have equal productivity but one of them could perform the job quicker and simpler than the other, therefore he is more efficient as well.

The real purpose of efficiency is to perform the jobs as correctly as possible. Efficiency means finding the specified goals with maximum productivity.

If job means correct performance of different duties, how is it possible to recognize correct works? “Correct” jobs are those which may lead to towards annual, weekly and daily goals. Any performance of correct jobs needs a good understanding of the real differences of jobs from the viewpoints of importance and emergency. All activities are important and emergent in themselves. This is you who should consider the job, goals and priorities based upon the importance and emergency condition of it. Naturally this may cause more efficiency for you.

Efficiency in a simple concept is an index for comparing of job performance with the best method. Little differences between work performance and the best situation of its performance mean more efficiency as well. Comparing criteria are the costs and /or work performance period and/or both of them and something like that.

There is another description in which we have efficiency as a power for more productivity out of dividing the outputs to inputs.

Effective factors on efficiency

There are a lot of researchers about recognition and focusing on effective factors on efficiency and success of different organizations.

Benzene (1978) believes that today organizations need to change their management if they are based upon personal necessities and organizational goals. He says that changing & leadership is an active process and creation a changing organization and/or changing of indifferent and non-effective persons into active, sensitive and obliged persons need to make close organizational values and personnel.

Likert (1967) believes that any success of organizations is based upon regulating great goals and job criteria. Rogers (1973) states that by freedom and responsibility and self consciousness adults may help their personality growth and efficiency of the organization. Mack Garigour (1960) considers any upgrading and organizational productivity of an organization for integration the personal goals of personnel with job conditions.

Hickman & Erler (1971) found out that job freedom, job variety, professional identity and good knowledge about job results have a positive correlation with productivity and production. Lock & Tooman (1974-1981) confirmed any relation between organizational award, variety in skills, job identity, job independency and feedback with job satisfaction of personnel and then organizational efficiency.

Druker (1982) considers cooperation and peaceful behavior as the real keys of efficiency.

Merse Wrinez (1865) considers cooperative decision making as the origin of increasing the efficiency and productivity level of job groups.

Ishmak, Rickel and Lank (1969) believe that any development of group activities and jobs will make an increase in productivity level of personnel.

Cassete & Rosenwick (1974) considers effective application of technology in social systems as the real factor of efficiency and productivity. Productivity is a real factor of survival of organizations in this competitive world. Establishment of productivity culture may cause better usage of all material & conceptual facilities of the organization with permanent blossoming of abilities, talents and potential facilities of it. Suitable productivity is not possible only by changing the structure, adding technology, writing of general orders and issuance of circular letters because human being is the center of any type of personal, social and organizational productivity. According to the model of Sauther Mister all effective factors of productivity have been classified like centralized circles and according to their importance.

Today it is impossible to have any development of human resources only by providing special and technical trainings and only through a comprehensive educational system and training of forces. For instance if an engineer is powerful from technical and special point of view but has a little knowledge about organizational rules and is weak in creation of humanistic relations and/or could not perform its duties, he is not a developed person because of his inability to provide all his special knowledge for the organization.

Followings are the real ideas for development of human resources:

Creation of scientific knowledge and upgrading the information level of personnel

Upgrading the facilities and abilities of the personnel and organizations

Upgrading the social knowledge level of personnel and organizations

Developing the skills and facilities of job performance

Betterment of the functions

Updating the information level of personnel

Upgrading the job and preparing the personnel for higher positions

Problem solving

Making familiar of new personnel with organizational goals and acquisition with previous personnel and new ideals of the organization

Growing the personality, values and behaviors for reaching to a suitable system

Effective factors in upgrading of productivity are specifying the goal and expectations, job lay out in compliance with identity and nature of person not for controlling them, selecting of people for suitable jobs and even according to their personality and organizational culture and real nature of assigned duties.

RESEARCH METHOD

The research method of this paper is correlation type. Researcher intends to know whether there is any relation or combination between two things and/or two groups or not in this type of correlation method. It means that whether any changes in one thing may cause a change in another or not. If yes, what is the type of this relation and how much is it.

Statistical population

Statistical population means those people about whom the researcher intends to investigate. The statistical population of this research is the whole personnel of Islamic Azad University- Firooz Abad Unit.

Data collection method:

Data collection is correct and real with fundamental importance in each research. Researcher is obliged to collect required data out of statistical population with relevant tools such as analysis, processing and exchanging them into required information of a theoretical test. Followings are data collection methods of this research:

A) Library resources

B) Questionnaire

A) Credit

The real meaning of credit is internal compatibility of research tools. Whether the specified tools are repeatable or Not? For considering the credit, a questionnaire was applied in a small sample of 30 persons for further data collection. Then statistical technique of Chronbakh α was applied. The α efficiency of the questionnaire was equal to 0.8421.

B) Narrative

In order to have a suitable measurement some of the professors and specialists have given questionnaires for explaining their ideas about understandable question, comprehensive and considering all indexes, powerful questions and logical relation among them and also suitable formats from comprehension of the index and also theory as well. Upon confirming the ideas and making required modifications, it is the time for producing of questionnaire and performing the trial plan of the research.

Data analysis

It is possible to use Pierson correlation coefficient for considering any relation among studied variants and in order to have a data analysis of explanatory data such as abundance tables and so on.

Theories analysis

A)First theory

Since $\text{sig}=0<0.05$ and Pierson correlation coefficient is equal to 0.414 at certainty level of %95 therefore it is possible to say that :

There is a direct relation between skills and efficiency. (More skills of personnel means higher efficiency of them).

Correlations

		KARAYI	MAHARAT
KARAYI	Pearson Correlation	<i>1</i>	<i>.414**</i>
	Sig. (2-tailed)	<i>.</i>	<i>.000</i>
	N	<i>148</i>	<i>148</i>
MAHARAT	Pearson Correlation	<i>.414**</i>	<i>1</i>
	Sig. (2-tailed)	<i>.000</i>	<i>.</i>
	N	<i>148</i>	<i>148</i>

** . Correlation is significant at the 0.01 level (2-tailed).

B) Second theory

Since $\text{sig}=0.720>0.05$ in second theory, it is possible to say that it is not a meaningful test.

Correlations

		KARAYI	EDUCATE
KARAYI	Pearson Correlation	<i>1</i>	<i>.030</i>
	Sig. (2-tailed)	<i>.</i>	<i>.720</i>
	N	<i>148</i>	<i>148</i>
EDUCATE	Pearson Correlation	<i>.030</i>	<i>1</i>
	Sig. (2-tailed)	<i>.720</i>	<i>.</i>
	N	<i>148</i>	<i>148</i>

C) Third theory

Since $\text{sig}=0<0.05$ in third theory, and Pierson correlation coefficient is equal to 0.594, it is possible to say that there is a direct relation between efficiency & job experience at certainly level of %95.

Correlations

		KARAYI	TAJROBEH
KARAYI	Pearson Correlation	<i>1</i>	<i>.594**</i>
	Sig. (2-tailed)	<i>.</i>	<i>.000</i>
	N	<i>148</i>	<i>148</i>
TAJROBEH	Pearson Correlation	<i>.594**</i>	<i>1</i>
	Sig. (2-tailed)	<i>.000</i>	<i>.</i>
	N	<i>148</i>	<i>148</i>

** . Correlation is significant at the 0.01 level (2-tailed).

D)Fourth theory

Since $\text{sig}=0<0.05$ in third theory, and Pierson correlation coefficient is equal to 0.506, it is possible to say that there is a direct relation between efficiency & personal characteristics at certainly level of %95.

Correlations

		KARAYI	vizhegihayeh shakhsiyati
KARAYI	Pearson Correlation	1	.506**
	Sig. (2-tailed)	.	.000
	N	148	147
vizhegihayeh shakhsiyati	Pearson Correlation	.506**	1
	Sig. (2-tailed)	.000	.
	N	147	147

** . Correlation is significant at the 0.01 level (2-tailed).

Conclusion & proposals

- 1- According to the obtained results of this research, it is obvious that there is meaningful relation between skills and efficiency. Therefore we recommend all persons in charge to firstly encourage all personnel to take part in theoretical & practical courses for better understanding of new methods of their jobs. Secondly it is proposed to establish cooperative system in the organization for encouraging the personnel to use their own innovations for performing the jobs. Thirdly by material and conceptual supports of professional & innovative personnel in a suitable space, provide a growing condition for the personnel which may increase their productivity at the organization.
- 2- According to the obtained results of this research, it was revealed that there is a meaningful relation between experience and efficiency. It means that any increase in job experiences of the personnel will make better their efficiency. Therefore the author proposes to all persons in charge of Islamic Azad University- Firooz Abad unit to endeavors firstly benefit from any personnel with suitable job experiences for sensitive and key positions of the organization. Secondly they should benefit from consultant of experienced and useful forces besides employment of young forces for accelerating of job affairs.
- 3- According to the results of this research, there is a meaningful relation between personal characteristics and efficiency. Therefore it is proposed that firstly all persons in charge of the organization provide a sincere situation with close relations and enough self-confidence for personnel to accept any responsibilities and perform the jobs as well as possible. Secondly it is proposed to hold behavioral classes accompanied with scientific and amusement trips, cultural & sport festivals and ... for making fresh all personnel. This may finally cause a satisfaction feeling of the employer and then better performance of the jobs and finally increasing total efficiency of the organization.

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