Methodological recommendations for the implementation of IWS 1

Course "Human Resourses Management"

"6B04102 Management" english department 4 course

Analytical note "The role of the human resource management department on the example of a company ", delivery of work performed"

To complete the task, it is necessary to select a public company in Kazakhstan / world market, related to large business entities, having an official website covering the results of the company's activities.

To compile an analytical reference, follow 1) lecture materials, 2) recommended textbooks on the topics of MT 1 (one textbook is enough), 3) annual reports of the company, 4) informational news feeds reflecting the peculiarities of the company's development. All these sources should be referenced in the Analytical Note.

According to the structure, the certificate should consist of the content of the MT1 course and answer the following questions:

1. The role of the company in the development of the industry\region\country\world market. Reflect in key indicators, diagrams

2. Describe the main activities in the scheme

3. Describe the structure of the company, presenting the regional structure (if there are representative offices, branches, subsidiaries) and the structure of the parent company.

4. Describe the structure of the company's personnel department.

5. Examine the archive of company vacancies for the last 3 years

6. Disclose the Mission and strategy of the company. Outline the role of HR management in achieving the Company's Strategy.

7. Make a final conclusion regarding the influence of personnel management on managerial decision-making: what factors in this company are decisive in making managerial decisions? What external factors can determine decision making? What is the role of the main stakeholders in making managerial decisions? To what extent do human resources determine the trajectory and dynamics of the company's development?

Analytical information should be compiled according to the 50:50 structure (text and analytics in diagrams, diagrams, figures, tables). All data should be consistent, conclusions should be reasoned. Each position should have its own title.

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| Criteria | Points | Max score in section |
| Compliance of company selection with criteria  - Reporting for at least 5 years  - related to large business entities | 1 point for each match | 2 |
| References to sources:  1) lecture materials,  2) recommended textbooks on the topics of RK 1 (one textbook is enough),  3) annual reports of the company,  4) informational news feeds | 1 point for each type of source. | 5 |
| The company's role in the development of the industry/region/country/world market (at least one segment). Reflect in key indicators, diagrams | Each group of indicators 1 point  Each scheme 1 point | 10  For indicators 5  For schemes 5 |
| Describe the main activities in the scheme  Reflect in key figures | Each group of indicators 1 point  Each scheme 1 point | 5 |
| Describe the structure of the company, presenting the regional structure (if there are representative offices, branches, subsidiaries) and the structure of the parent company. | Regional structure\production structure\logistics structure - 5 points per scheme  Structure of the Parent Company - 5 points per scheme  Indicators - 1 point for each group | 15 |
| Having studied the archive of vacancies for the last 3 years | Comments for each year -5 points | 15 |
| Describe the HR structure of the company. Reflect in key indicators, diagrams | Each group of indicators 2 points  Each scheme 2 points | 10 |
| Reveal the mission and strategy of the company. Outline the role of HR management in achieving the Company's Strategy. Reflect in key indicators, diagrams | Each group of indicators 2 points  Each scheme 2 points | 20 |
| Make a final conclusion regarding the influence of personnel management on managerial decision-making:  1) what factors in this company are determining when making managerial decisions?  2) What external factors can determine decision making?  3) What is the role of the main stakeholders in making managerial decisions?  4) To what extent do human resources determine the trajectory and dynamics of the company's development? | 4 points for each reasoned answer | 16 |
| Grammar |  | 1 балл |
| Stylistics |  | 1 балл |