



## Reading in Personnel Management (4 Volumes)

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By K.V. Ramani

Mittal Publications, New Delhi, 1995. N.A. Book Condition: New. One of the most crucial aspects of management studies is that of personnel and manpower. The personnel function has two major aspects, first, the responsibility of all managers and supervisors for the way in which they manage their people into an effective, efficient and optimal task force, and, secondly, the highly specialised responsibility which concerns the personnel head himself, in the task of advising the company's directors, formulation of personnel policy, and planning and supervising the producers by which this policy is carried into effect. The emergent role of the personnel and HRD consultant too is of immense significance in the practices of modern industry and management. The present publication brings into focus these several aspects of the modern practices in the area of human resource development and personnel management. It provides selective readings on various aspects and the efforts of the publisher has been to cater to both the lay student and the aspiring management expert. It is hoped that the present publication will be readable as well as useful, and also a meaningful contribution to the contemporary literature on the subject of manpower and personnel management.

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