Job analysis HRM

- Job analysis is a process of identifying and determining in detail the particular job duties and requirements and the importance of these duties for a given job. It helps an organization determine which employee is best for a specific job.

➡ In other words, job analysis is used to determine placement of jobs. It allows human resource managers to identify the path of job progression for employers looking to advance their career and compensation.

➡ To be clear, job analysis targets the job, not the person. Data for job analysis is collected from the job holders through interviews or questionnaires, but the result of analysis is a description of the job and not a description of the job holder.

History

- Russian researcher Morris Viteles was one of the first industrial-organizational psychologists to introduce the concept of job analysis. In 1922, he used the method of job analysis to choose employees for a trolley car company.

- Frederick Winslow Taylor and Lillian Moller Gilbert also conceptualized job analysis in the early 20th century.

Reference

- Shraddha Bajracharya, "Job Analysis: Definitions, Methods, Process and Importance of Job Analysis," in Businesstopia, May 3, 2018, https://www.businesstopia.net/human-resource/job-analysis-definitions-methods-process-importance