



## 4. Employee Training and Development

**V. Dhanusha, S. Vishnu Sruthi**

*Department of commerce,  
Kovai Kalaimagal College of Arts and Science,  
(An Autonomous Institute / An Affiliated to Bharathiyar university),  
Vellimalaipattinam, Narasipuram (post),  
Thondamuthur (via), Coimbatore.*

### **ABSTRACT:**

*A vital component in achieving any organization's organisational goals is training and development. There is some sort of training and development programme in every organisation. So that they can effectively and efficiently control the commanding height of our profit, the manpower must be trained and developed in both terms of quality and quantity. By creating the national Council for management education and training and the centre for management development plans, the business organisation has responded to this. It is significant because it focuses training and development on the needs and aspirations of the organisation. Nigeria Breweries Plc already has a formal framework in place for worker development to aid the company in achieving its goals. The purpose of this project paper is to highlight the issue.*

### **Keywords:**

*employee, development, training, trade, importance, benefit, role,*

### **Introduction:**

An organization's commitment to training and development is crucial since both the employer and the employee can benefit greatly from it. The introduction of training and development programmes is the best way to ensure that employees are trained and developed to fit perfectly into the jobs for which they have been hired. When establishing such programmes, our minds should be focused on how training and development programmes can be directed to meet the challenging needs of the company economy and how to increase productivity and the rate of industrialization. The analysis above demonstrates that although the nation is endowed with a wealth of human resources with which it can develop, they are not effectively utilised for the transformation of their economic resources, primarily due to insufficient planning and development of human resources. Training and development of the workforce improves a venture.

### **Employee Training:**

A programme called employee training assists employees in acquiring specialised knowledge or skills to enhance performance in their existing positions. In contrast to an immediate job position, employee development is more comprehensive and places a greater emphasis on employee development and future performance.

It enhances knowledge and abilities.

Programmes for training employees assist them gain the knowledge and skills they need to keep up with the many changes occurring in the sector. These enhancements will have a favourable impact on employee productivity, which can boost an organization's profitability and effectiveness.

Employee training give employee's instruction and training in certain skills that are relevant to their job. The first day of a career is typically when training starts, and it continues throughout the duration of an employee's employment.

With increased expertise, those training initiatives will shift their focus. For illustration

- The most important thing when training new employees is competence.
- After individuals reach baseline competency levels, productivity and employee performance take centre stage.
- Promising applicants may have the chance to pursue career development possibilities like managerial and leadership training.

Because the modern workplace is changing so quickly, it might be difficult to develop an effective training programme.



### **Importance of Employees Training:**

The most fundamental justification for why training is necessary is that in order for employees to bring value to an organisation, they must be competent at their employment.

The performance and productivity of your company are directly impacted by training. As was already noted, training helps employees gain the information and abilities necessary to perform their jobs, as well as a better understanding of their duties. They will feel more confident as a result, which will help them perform better.

### **Benefit Employees Training:**

- It Improves Staff Retention
  - It decreases waste and boosts revenue.
  - It Brings in Top Talent
  - It provides staff with modern skills
- 
- **It Improves Staff Retention:** Demonstrates that if their employer made an investment in staff learning and development opportunities, 94% of employees would stay with the company for an extended period of time. By investing in your training and employee growth initiatives, you can avoid having to recruit new employees all the time and instead concentrate on assisting current employees in realising their full potential, which will boost organisational performance and expansion. Additionally, managers who have received succession planning training may swiftly fill open positions, saving both money and time.
  - **It Decreases Waste and Boosts Revenue:** Employee training programmes are an excellent investment, but skipping them can be expensive. For instance, if your employees make above-average salaries, such as about £60,000, hiring and retraining new employees who weren't initially given the required training could cost you up to £12,000 or £20,000. In the end, it is much less expensive to invest in training than to forgo it.
  - **It Brings in Top Talent:** Learning opportunities are prioritised by Millennials and Gen Z job seekers; according to a Forbes study, 83% of Gen Z said that learning opportunities are a crucial consideration for them when searching for jobs. Simply said, millennials and Gen Z-ers will look elsewhere if your company's training programme isn't appealing to them.
  - **It Provides Staff with Modern Skills:** You must prepare for the future if you want your firm to advance. Give your staff training on the most recent technology and industry trends to help them become more knowledgeable employees who can do outstanding work for your business. Although training includes difficulties and drawbacks, such as expenses, the positives typically surpass the drawbacks and have a positive effect on the organisation.

### **Employee Training Trades:**

Trade training refers to any education or training, other than that which is provided as a part of a student's general school education, that is intended to prepare individuals to perform work in connection with the taxpayer's or a related company's mining operations or to enhance their performance of such work.

Any position whose duties require advanced training and abilities acquired through methods other than a bachelor's degree is often referred to as a trade job. For instance, in order to

work in many occupations in the construction sector, such as those of a plumber or an electrician, you must have extensive experience and training.

Employee training is moving in the following directions, according to several trends:

- Personalised instruction. To ensure that employees participate in training that is appropriate for their requirements, personalization is crucial.
- Online training programmes are highlighted. Online training is the secret to making sure that the skills gap among employees is addressed effectively and gives them the freedom to learn at their own speed.
- Increasing and maintaining DEI awareness. Training initiatives must emphasise both hard and soft skills, building a strong capacity for successful communication by encouraging respect for individuals' needs and enhancing emotional intelligence.
- An emphasis on wellbeing. Employees demand that their physical and emotional requirements be given more weight. Companies can gain from offering wellness initiatives by retaining a productive, healthy workforce with improved retention rates.
- Support for virtual team managers. Companies must help managers use virtual communication skills to support their staff because hybrid working poses several obstacles for managers. Institutional knowledge is crucial in this situation because managers must be able to communicate business values to new workers who may only be in the office a few days a week or who may work from home entirely.
- Ongoing instruction. The technological revolution fosters workplace change and enables individuals to continuously acquire new skills. As their skill shortages are swiftly remedied, an ongoing training programme can also help employees maintain high levels of job performance.

### **Employee Training Forecast:**

Recent years have seen a significant evolution in employee training, largely as a result of the adoption of fresh technical paradigms inspired by Covid-19 and the metaverse. The development of standardised staff training programmes was aided by the industrial revolution, and new digital training methods were popularised by the digital revolution. Today's technology improvements and the adoption of digital skills are crucial making employee development and training programmes the foundation of any company seeking a competitive edge.

### **Employee Development:**

Employers take the effort to offer employees learning and training opportunities through employee development. It can be adopted at any point during an employee's career, allowing them to advance and fill in any gaps in their knowledge or skill sets, even if it is more advantageous as a continuous process. Four major categories—formal education, assessment, work experiences, and interpersonal relationships—comprise the many strategies for employee development. Employee development is the process of enhancing an employee's current competences and skills while also creating new ones to meet the objectives of the organisation. The following more specific details of interest are included in this definition: It takes more than merely creating organisational L&D initiatives to promote employee growth.

## **The purpose of and objectives for employee training and development**



### **Importance of Employee Development:**

Employee development is crucial for their career and personal development. Employee development initiatives help people get ready for challenging circumstances and unforeseen circumstances. Every person enjoys learning new things on the job and expanding their skill set. Employees are crucial because, among other things, they fulfil your objective and have sway over your customers. They complete your assignment. The fact that employees are directly accountable for completing your objective is one of the main reasons why they are crucial to an organization's success.

People are more likely to live longer and happier lives in industrialised nations. They also generally have better occupations, are more economically productive, live in nicer homes, and have access to better healthcare and education.

Employee development is the process by which abilities are developed within a company at the employer's initiative. Employee development can help learners transition into a new function or department by upgrading their skill sets with the assistance of their managers and learning & development teams.

### **Benefit of Employee Development:**

Here are eight specific advantages of staff development that will help you understand how it might assist your business.

- Better conduit for talent
- Empowered workers
- Narrower skill gaps
- Improved employee satisfaction
- Enhanced performance at work

- Improved retention of personnel
- Improved cooperation
- Improved cooperation Increase in profits
- **Better Conduit of Talent:** Companies that support employees' professional development and pay them for it attract workers. When businesses value their workers, word spreads. Therefore, if you invest in employee development, there's a good possibility that you'll acquire a talent pool full of highly qualified and driven people.
- Employee growth and advancement are also enabled by employee development since it equips workers to take on new tasks and responsibilities as they become available. This might assist a company in swiftly and effectively filling leadership or specialised roles.
- **Empowered Workres:** Employees feel more empowered when they increase their knowledge and skills. Employees who are given more authority tend to be more imaginative, engaged, self-assured, and autonomous (or willing to make decisions), according to the international management consulting firm McKinsey & Company. These are typically wiser choices that produce greater results for the company.
- **Narrower Skill Gaps:** Regular evaluations can help you find the areas where your team might want further support and training. You can focus on these skill gaps when you participate in employer-sponsored education and training to make sure your workforce is at its best with the most in-demand talents.
- **Improved Employee Satisfaction:** According to research, many employees view job training chances as presents. Therefore, it is not surprising that job training increases employee satisfaction. Additionally, when employees gain new knowledge and abilities, they feel more confident in their ability to perform their duties.
- **Enhanced Performance at Work:** Employee skill acquisition can help workers do their jobs more successfully. This is accomplished through employee development. A combination of technical and workplace skills can improve job performance, depending on the position and the workplace. Here are a few areas of concentration to think about:
  - management of time
  - Organising abilities
  - software designed for businesses
  - Collaboration and dialogue
  - writing and public speaking abilities
- **Improved Retention of Personnel:** Keeping your employees is crucial because they are frequently your company's best asset. organisations that invest in staff training programmes have higher levels of employee loyalty than other organisations, according to research. This implies that when businesses offer training, employees are less likely to quit. You can cut costs on pricey external recruiting activities including hiring outside recruiters, job listings, candidate screening, reference and background checks, and employee orientations by keeping top people.
- **Improved Cooperation:** Employees develop ties when they take part in training or educational programmes together. Teams that get along frequently communicate and work together more effectively, which can help your organisation succeed. Employee growth within a team environment also creates a common knowledge of the objectives and priorities of your business, fosters greater co-worker trust, and can result in a wider variety of viewpoints and ideas.
- **Improved Cooperation Increase in Profits:** It's usually a good idea to keep your bottom line in mind when deciding how to manage your firm.

According to research, businesses who invest in staff development have much higher sales and profits than those that don't. This is especially true if a business bases employee development on strengths, emphasising increasing an employee's strengths as opposed to their deficiencies while developing programmes.

### **Role of Employee Development:**

Employee development is the practise of assisting staff members in advancing in their professions by helping them pick up new abilities. Its objective is to assist your staff enhance their current competencies and build new ones, all in support of your corporate objectives.

To directly carry out the work for which they were contracted. if they frequently arrive late for work, are absent from work too frequently, or are absent without a valid excuse, they may be fired or reprimanded. to prevent endangering oneself or others.

Everyone is skilled at what they do. Although it seems straightforward, when roles are defined, people know what is expected of them, how to act, and what they must do. Additionally, they are given an added motivational boost if they can recognise the significance of their contribution to the success of the group as a whole.



**Formal education, evaluations, professional experiences, and interpersonal connections.**

### **Conclusion:**

In any organisation, training and development is viewed as a growth strategy. The organisation has embraced it to close the skills gap that exists between current opportunities and skills.

Because of the rapid developments in technology and how training and development are perceived differently by different organisations, the future of employee training and development is not fully understood and difficult to forecast. The future of training and development is changing and will continue to change, it can be argued.

Technology changes and the ways that training and development can be delivered through them are both cost-effective and effective in achieving the goals and missions of organisations, so it can be said that technology developments are the best adaptation for training and development.

**References:**

1. Blanchard, N., & Simmering, M. (n. d.) Training Delivery Methods - organization levels, advantages, manager, model, type, company, disadvantages, workplace, business.  
Retrieved October 11, 2013, from [-Z/Training-Delivery-Methods.html](#)
2. Foster, S. (2013) The Importance of Training & Development in the Workplace | Chron.com.  
Retrieved October 11, 2013, from [-development-workplace-10321.htm](#)
3. Harrison, J. (2012, October 18) Tin Can API – The Next Generation of Training Development  
Retrieved October 11, 2013, from [-next-generation-of-training-development/](#)