

PERSONNEL APPRAISAL STRATEGIES; AS ESSENTIAL TOOL OF AN EFFECTIVE MANAGEMENT

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ABSTRACT

Controlling is to determine what is being accomplished, that is, evaluation of the performance, and, if necessary, to apply corrective measures so that the performance take place according to plans. Managerial appraisal, development and compensation are top activities of actuation. All Managers judge their subordinates, making various uses of their evaluations. Some judgements are only personal opinions, other evaluative judgements relate to the quality of work performance, and to the components of the work relationship between superior and subordinate. This later area is the central topic of this paper. Appraisal of personnel is performed by means of a tool called performance appraisal. Performance appraisal is the official and periodic evaluation of an employee's job performance measured against the job's requirements.

Appraisal system must not be so unwieldy and difficult to administer that it cannot serve the purposes for which it was designed. Appraising accurately is no doubt difficult, however, in this paper various new appraisal instruments are recommended to minimize hurdles in the way of appraisal. The purpose of this paper is - to identify the characteristics of an effective appraisal system, -to make recommendation for improving appraisal processes in the organization.

Any organization's success in its functions depends mostly on the quality of its workers and constant evaluation of performance of the management at all levels. It is really vital for its intended achievements. Factually, the shape and character of an objective appraisal system goes a long way to ensures its needed accreditation. so the main ious, therefore, is entirely upon the appraisal system consistent with superior subordinate relation.

A good performance appraisal system provides basis for measuring an employee's contribution to his organization and reduces his issue-picion in various ways. Such a system must be thoroughly endorsed willingly by all the employees high or low. Superiors and subordinates experience certain difficulties in the appraisal interviews dependent upon quality of their relationship, manner and skill to the appraisal system itself in the light of organizational objectives and the administrative system with various