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job and work analysis methods research and applications for human resource management provides students and professionals alike with an in depth exploration of job analysis job analysis encompasses a wide range of crucial topics that help us understand what people do at work and why

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there are three primary types of job analysis data work activities data on the specific activities that make up a job worker attributes data on the qualities that workers need to do the job work context data on the internal and external environment of the job

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abstract job analysis is a broad term commonly used to describe a wide variety of systematic procedures for examining documenting and drawing inferences about work activities worker attributes and work context

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job analysis also known as work analysis is a family of procedures to identify the content of a job in terms of the activities it involves in addition to the attributes or requirements necessary to perform those activities job analysis provides information to organizations that helps them determine which employees are best fit for specific jobs

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the chapter defines work analysis as having two major components first to document the work that people do and second to understand the characteristics

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of the most successful people who perform a set of work the techniques related to these two components are presented in the chapter

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work analysis from technique to theory in s zedeck ed apa handbook of industrial and organizational psychology vol 2 selecting and developing members for the organization pp 3 41 american psychological association doi org 10 1037 12170 001 abstract we seek to achieve two primary goals in this chapter

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job analysis is the process of studying a job to determine which activities and responsibilities it includes its relative importance to other jobs the qualifications necessary for performance

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job and work analysis can be useful in identifying suitable jobs within the enterprise and adjustments and accommodations which may need to be carried out and in making it easier to match the skills and abilities of the disabled job seeker with the requirements of the job

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by definition job analysis is the process of describing a position in its entirety from job duties and compensation to working environment the job analysis process is an important pre employment step but it s critical to routinely analyze roles that are already filled at your company

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workforce analysis is a process used to collect analyze and interpret data to assess the current state of the workforce and turn it into actionable information which organizations can use to plan to meet their future needs the current supply of labor is compared to the anticipated future needs of the organization

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what is workforce analysis workforce analysis also known as workforce planning is a process organisations use to gather analyse and interpret internal and external data to evaluate the strengths and weaknesses of their employees and determine the overall organisational growth and health

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