

Major: HRM

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**JOB ANALYSIS AND ITS IMPACT ON JOB PERFORMANCE AND JOB
SATISFACTION**



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ABSTRACT:

A proactive job analysis is a keystone HR function which has its implications on many other human resource function and on factors which shape employees satisfaction and job performance. One aim of this paper is to study the dynamics of job analysis and stretching it further to identify the vigorous approaches towards proactive job analysis in a modern organization. The paper takes into account the perspective of ever-changing job environment in which job boundaries are no more static, rather, they seem bit blurry and the focus of human resource management has taken a paradigm shift towards the core competencies and aptitudes needed to perform a specific job as well as sustaining in a team-based organizational structure. The organizations under study are good representatives of the modern organizational concept, hence, researched thoroughly to find out the importance of job analysis and its impact on employees performance and job satisfaction by administering survey questionnaire to employees at all tiers. The questionnaire consists of different sections inquiring the demographics of employees and their view about the importance and frequency of job analysis in their organization, along with their job satisfaction and job performance indications. Being a quantitative research approach, the study analyzed data by scale reliability, variable measurements, correlational analysis, regression and factors analysis with a view to understand the collective and relative importance of job analysis in two consultancy firms and its impact on job performance and employees satisfaction. The analysis reveals that job analysis is positively related to job performance and job satisfaction showing that job analysis can serve as a potent tool to enhance organizational performance by achieving employees' satisfaction and higher levels of performance. However, there is a need to expand the research base of this study by investigating more samples from multiple companies operating in different industries in order to establish strong empirical results.