

ST APPOINTMENTS

MAKING OPPORTUNITIES KNOCK ON YOUR DOOR

How and when to empower people

Employee involvement is creating an environment in which people have an impact on decisions and actions that affect their jobs. Employee involvement is not the goal nor is it a tool, as practiced in many organizations. Rather, it is a management and leadership philosophy about how people are most enabled to contribute to continuous improvement and the ongoing success of their work organization.

My bias, from working with people for 35+ years, is to involve people as much as possible in all aspects of work decisions and planning. This involvement increases ownership and commitment, retains your best employees, and fosters an environment in which people choose to be motivated and contributing. It is also important for team building.

How to involve employees in decision-making and continuous improvement activities is the strategic aspect of involvement and can include such methods as suggestion systems, manufacturing cells, work teams, continuous improvement meetings, Kaizen (continuous improvement) events, corrective action processes and periodic discussions with the supervisor. Intrinsic to most employee involvement processes is training in team effectiveness, communication, and problem solving; the development of reward and recognition systems; and frequently, the sharing of gains made through employee involvement efforts.



Employee Involvement Model

For people and organizations that desire a model to apply, the best I have discovered was developed from work by Tannenbaum and Schmidt (1958) and Sadler (1970). They provide a continuum for leadership and involvement that includes an increasing role for employees and a decreasing role for supervisors in the decision process. The continuum includes this progression.

Tell: the supervisor makes the decision and announces it to staff. The supervisor provides complete direction. Tell is useful when communicating about safety issues, government regulations and for decisions that neither require nor ask for employee input.

Sell: the supervisor makes the decision and then attempts to gain commitment from staff by 'selling' the positive aspects of the decision. Sell is useful when employee commitment is needed, but the decision is not open to employee influence.

Consult: the supervisor invites input into a decision while retaining authority to make the final decision herself. The key to a successful consultation is to inform employees, on the front end of the discussion, that their input is needed, but that the supervisor is retaining the authority to make the final decision. This is the level of involvement that can create employee dissatisfaction most readily when this is not clear to the people providing input.

Join: the supervisor invites employees to make the decision with the supervisor. The supervisor considers his voice equal in the decision process. The key to a successful join is when the supervisor truly builds consensus around a decision and is willing to keep her influence equal to that of the others providing input.

humanresources.about.com

Looking for a job...?

Vacancy exists for a person with

- Computer literacy
 - Experience in Graphic Designing
 - Familiarity with the use of internet & e mail
 - Verbal & Written communication skills in English
- Preference will be given to Applicants residing within Kandywela/ Malabe areas
- Remuneration over Rs. 10,000 per month
- For details contact: Mr. Dissanayake 073246555

What has an ad agency, a geo expedition, a fashion label and an eco-resort got in common?

A young team unafraid to push boundaries. We even have a world award to prove it! If you think you'd revel in a multi-faceted environment, welcome to **The 7th Frontier** - the ideas company! The following openings await outstanding young people:

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Top performers will be rewarded with excellent and swift career prospects in a multi-dimensional environment.



The 7th Frontier (Pvt) Ltd.
15, Coniston Place,
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RESIDENT MANAGER/SERVICE PROVIDER

FOR LUXURY CONDOMINIUM APARTMENTS

We are looking for a dynamic and experienced person to manage luxury condominium apartment in Colombo 07, and if you have the following qualifications to suit the requirements of this vital position, please send in your application together with names of two non related referees to reach the address below on or before the 12th October 2009.

- Your job functions will be "multi-faceted" and will be the position of Resident Manager in maintaining luxury condominium apartments.
- Ideally you would be 35 to 45 years of age, with a minimum of 05 years experience either local or overseas.
- You would need to have gained ample exposure to hotelkeeping management, landscaping and other related support services.
- A dynamic and outgoing personality with ability to operate independently under pressure.
- Exposure to luxury complex management with insights into legitimacy trials and building maintenance.

The right person will be entitled to a competitive remuneration package.

Email: harramp@colnet.lk

The Chairman
Management cooperative condominium plan 1281
7/81, Burner Place Residences
Burner Place
Colombo 07.



K & D Management Services (Pvt) Ltd

K & D Management is one of the fast growing business promotion and a Credit Management Company who works with many financial services and FMCG Companies in the country. The company is in the process of expanding its business operations and hence searching for suitable candidates to join the team.

NATIONAL SALES MANAGER

Telecom Division-Post paid mobile phone connections

- If you have a flair for managing people
- If you have the drive to lead a sales team to reach beyond the targets set for the company, then you are the one we are looking for...

Requirements

- Below 30 years of age
- A sound education background
- An excellent command of English
- Previous experience in a telecom company or a dealer of a telecom company managing a sales team is a must.

SALES MANAGER

Banking Product Division

Requirements

- Below 30 years of age
- A sound education background
- An excellent command of English
- Previous experience in selling financial services products or experience in managing a sales team is a must.

SALES AND MARKETING EXECUTIVES

For Banking Products and Telecom Products

- Are you smart and fluent in English?
- Are you a people oriented person?
- Do you want to achieve financial success early in your life?

Then this is an ideal opportunity for you. If you fit into the criteria given below, you are eligible to join our winning team.

- Age between 18 to 30
- Good education background
- Strong selling skills
- Strong drive to achieve results

DEBT RECOVERY OFFICERS

(For all Districts)

Requirements

- Be under 45 years of age
- GCE (D/L)
- A valid riding licence
- Proven negotiation skills in debt collections
- Communication skills in English and Sinhala (Tamil is an added advantage)

Coordinating Officers-Female

- Are you good in building up rapport with people and motivate them to go for business goals?
- Are you capable of maintain relationships with customers and our principle companies?
- Are you a methodical and a smart worker?

Then you are eligible to join our dynamic team.

Requirements

- Age below 25
- With good results in GCE (A/L)
- Communication skills in English and Sinhala (Tamil is an added advantage)

Selected candidates will be rewarded in keeping their respective positions, qualifications, experience and capabilities. Top performers will be given either a motorbike or a car depending on their Performance

Please forward your CV with two non related referees with in 10 days of this advertisement. The post applied for should be stated on the top left corner of the envelope.

The Director Operations
K & D MANAGEMENT SERVICES (PVT) LTD.
No 399, 3rd Floor, Sri Sangaraja Mawatha, Colombo 12.
Email - info@kanddmgmt.com
Fax - 011 2914009



Expertise Required

BAM International, a Netherlands based construction company is the design, development and consulting group for the below project for their client, the Ministry of Fisheries and Aquatic Resources in Sri Lanka.

The company invites applications from qualified and experienced personnel to fill the following position for the Fishery Harbour project in Dikkowita, which shall be the largest of its kind in South East Asia.

civil engineer

Candidates must hold a Bsc degree with previous experience in Marine engineering, preferably in the areas of Dredging and Land Reclamation work.

- He shall have + / - 7 years experience in this field of expertise.
- He is familiar in analyzing survey reports, maps and blueprints and shall direct and inspect project site to monitor progress and provide technical advice regarding design and construction to industrial personnel and the management. Proficiency in Microsoft Word and Microsoft Excel will be a prerequisite.

Applicants interested in the above may forward their CV's inclusive of two non related referees to:

**Attn: The Project Manager
BAM International, P.O. Box 810, Colombo**

AGENT