

Research on the application of informatization in enterprise human resource management

Fang Li

Shaoguan University, Shaoguan 512005, China

Abstract: based on the informatization of enterprise human resource management makes the disruptive reforms have taken place in human resources management, based on information technology, enterprise human resources management system can make statements automatically generated, salary data analysis function, the optimization for the enterprise internal management, improve the quality of management provides an important support. Under the background of informationization, the reform of enterprise human resource management is the main reform direction that human resource management cannot avoid. Enterprises need to combine the current human resource management needs, explore the information technology reform of human resource management methods and specific plans. This paper first analyzes the significance of the application of information technology in enterprise human resource management, expounds the enterprise human resource management scheme based on information technology, and puts forward several enterprise human resource management strategies based on information technology, hoping to provide some effective reference ideas for enterprises to carry out human resource management.

Key words: informationization; Enterprise human resource management; Reform strategy

1. Based on the information of enterprise human resources management overview

In the narrow sense, the information-based enterprise human resource management refers to the automation of human resources, which realizes the automation of human resource management links such as talent recruitment, salary management and training management through information technology. In a broad sense, information-based enterprise human resource management refers to the optimization of human resource process, strategy and personnel through the deep integration of information technology, so that data sharing and integration of all links can be achieved.

In the late 1960s, the enterprise human resource management has been exploring the reform of information, the reform at that time focused on the automatic settlement of personnel salary, personnel information management and welfare information management, mainly based on information technology to realize the automatic statistics of human resource management information, query. In the late 1990s, with the importance of talent elements in the enterprise competition is becoming more and more prominent, the focus of enterprise human resource management information reform turned to human resource management data integration, analysis, the position management, salary and welfare, training, recruitment, performance management, historical data, personal information and other human resource data integration, and the data depth analysis, [The purpose is to further develop the potential of enterprise talents].

After entering the 21st century, with the further development of the Internet and big data analysis technology, the reform of enterprise human resource management based on information technology turns to the reengineering of business process, the realization of personalized service and the growth of each employee has become the typical characteristics of human resource management. Business process reengineering enables ordinary employees and all functional departments to participate in human resource management activities, so that human resource management information can be fully shared and “comprehensive human resource management” can be realized.

2. The application significance of informatization in enterprise human resource management

(1) Promote the redesign of human resource management process

To some extent, the information-based enterprise human resource management is the redesign of human resource management links and processes. Through information automation processing technology, big data analysis technology and data sharing technology, the previous human resource management process is re-optimized and redesigned, so that human resource management can further meet the needs of enterprise sports management and talent management. Promote the further optimization of enterprise human resource management system.

(2) Realize human resource information sharing

As the scale of enterprise organizations continues to expand, the amount of information within enterprises increases dramatically, and the communication between various departments becomes more and more important. The information-based enterprise human resource management can facilitate the intercommunication and sharing of information among various departments within the enterprise through the data sharing platform, and provide help for the enterprise to improve the operation efficiency. At the same time, the internal information sharing of the enterprise can also help the human resource department to understand the status quo of talents in various departments and positions, so as to provide more high-quality talent support for the development of the enterprise with the precision of talent introduction, training and incentive .

(3) Help managers to make decisions

Based on information technology, human resource information of enterprises is integrated and aggregated, and human resource management department can grasp the changes of enterprise personnel more clearly, which provides strong support for enterprise personnel

information inquiry and management. Based on the online query port, quickly access to personnel information, the information of each department is integrated and classified, classified management, list a clear “talent list”, for enterprise management personnel decision-making to provide talent information support.

3. The application of information-based technology in enterprise human resource management

(1) Develop an information platform suitable for the enterprise

Modern enterprise human resource management platform is mainly based on xml/jsp+Servlet+JavaBean+MySQL development architecture of Browser/Server (browser/server) mode and Web interface, The human resource management work is divided into “personnel management”, “compensation management”, “welfare insurance management”, “personnel training management”, “recruitment management”, “staff self-help” and other modules. In order to support the effective operation of the HRM voucher, the enterprise needs to be equipped with good information technology hardware equipment and server system.

According to their own business management characteristics and talent management needs, each enterprise chooses the platform architecture suitable for its own enterprise, usually the platform architecture includes the separation of business layer, data processing layer, presentation layer. In order to ensure that the functions of the management platform can be effectively played and the human resource management platform can orderly promote the construction of enterprise human resource management, the enterprise needs to effectively set the operation authority of each department, each management level and each employee on the platform, and ensure the security of the whole human resource management process through differentiated authority setting.

(2) The construction of personnel file database

Personnel files are the basic information for enterprises to carry out human resources management. The comprehensive and confidential information of personnel files has an important impact on the efficiency and function of human resources management. Information-based enterprise human resources management is the use of SQL Server database to manage personnel files, in line with the principle of economic and efficient processing, unified management of information, SQL Server database automatically classifies and integrates the information of personnel files. In the database system, human resource management workers can screen personnel file information, arrange, according to their own needs to obtain information. For example, for the ascending or descending order of age, such as the call of a department personnel list, access to an employee’s name, gender, photo, nationality, department, political status, file number, job level, ID number, status, position, height, weight, jobs and other personnel files of detailed records and so on. The database system not only supports the storage and retrieval of diversified personnel file information, but also can automatically backup and restore the data information, reducing the risk of information-based enterprise human resources management.

(3) Let employees participate in human resource management

According to the needs and characteristics of the enterprise, the enterprise needs to choose a customized mode, let all employees participate in the human resource management work, on the enterprise post system design, performance management system, salary system design analysis, so that human resource management work into statistical information, through the analysis of data information, access, Clear enterprise internal application needs for human resource management work, and constantly improve the enterprise’s job system design, salary management system, talent training work, talent recruitment work.

In the human resource management work of enterprises, the human resource department is the core of the system. It needs to be responsible for the construction of the information-based human resource management platform, sorting out the enterprise human resource management data, and initiating human resource management activities. Every employee in the enterprise has an impact on human resource management information, is the object of human resource management, and affects the transmission and use of human resource management information. And the information-based human resource management work allows the enterprise staff to participate in the human resource management work, to optimize the human resource management work provides an important help.

4. The application strategy of information-based technology in enterprise human resource management

(1) Analyze job demands and optimize training work

In the information age, enterprise personnel training is becoming more and more accurate and efficient. Based on data analysis technology, enterprises can plan a series of learning activities according to the development of positions. In order to organize training effectively, the human resource management department of the enterprise needs to understand the development trend and development demand of each post in the enterprise. The human resource management department can analyze the post work of the enterprise through the information system, construct a capability matrix, sort out the ability and skill level of the job role, and then directly use the “capability dictionary” of the information platform to match the corresponding training courses. And then form a training system for a certain department and a certain post to improve the effectiveness of enterprise training.

For grass-roots operation positions, human resources department can standardize the specific operation steps on the post through the information platform, and carry out complete modular training with the ability as the center.

(2) Automated performance management to improve the efficiency of performance management

In the aspect of performance management, human resource management department can use information platform to realize automatic assessment. Through the information platform to set the assessment content: attendance, unit price, time quantity, time unit, by the system

to achieve automatic performance management. For example, in the work of overtime, early leave, late and other aspects of attendance, the information platform is set, the time is 1h, 30m in, unit price is 8.00 yuan, 1.50 yuan, etc. At the end of each month, the information platform automatically generates the attendance result, eliminating the calculation of human resource management department personnel. By directly setting the corresponding assessment indicators and templates of different departments in the information platform, the information platform can automatically complete the performance calculation, reduce the pressure of performance management, improve the quality of performance management, reduce the complaints of enterprise employees on performance evaluation, and thus improve the quality of the entire human resource management .

(3) Precise compensation management, giving play to the incentive role of the compensation system

Compensation management is the most sensitive and complex content in the whole human resource management work, which can be said to be the “top project” of enterprise human resource management. The information-based salary management not only needs to realize the automatic calculation and management of salary, but also needs to analyze the impact of the salary system on the operation and progress of the whole enterprise, solve the problem that the incentive effect is not obvious and the compensation project is complicated, and build an incentive salary system from the coordination of the three functions of incentive, regulation and guarantee.

Human resource management department can classify the salaries of employees in the information platform. Through the classification of regular workers, labor workers, retired workers, employed workers and so on, it can realize the classification and calculation of the salaries of each kind of employees. The corresponding salary calculation formula is set up inside the system, so as to realize the one-key calculation of salary. When adjusting the salary system, the human resource management department can directly “add” “delete” or “modify” the “salary category list” in the information system. In short, the incentive function of the information-based enterprise human resources compensation system is more prominent, and the automatic characteristics of compensation management are more obvious.

(4) Organizational structure analysis, optimize the organizational structure

Organizational structure analysis is also the key content of human resource management, enterprise human resource management department needs to design a set of human resource management structure suitable for the enterprise based on the management and operation characteristics of the enterprise. Through the information platform to build an organization structure chart, in the form of a tree chart will be the enterprise’s department composition, department subordination relationship is clearly listed. Guided by the organization structure chart, human resource management personnel, management personnel of other departments and grass-roots staff can browse the composition and membership information of the enterprise and its department. Clear organization structure chart provides help for the optimization of organization structure.

In the information system, the human resource management department can click on a department to view the positions contained in the department, or click on the hyperlink to expand the overall organization to the final level of the department, providing support for organizational structure analysis and department editing (add/delete).

Epilogue

In a word, it is an important part of enterprise internal construction to optimize human resource management in the information age. Enterprise human resource management needs to keep up with the trend of information development, through the information system of human resource management information quantification, sorting, analysis, and then optimize the salary, training, recruitment, welfare and other human resource management content, to provide support for the optimization of enterprise management.

Reference literature:

- [1] Ziyi Ji. The Application of Informatization in Enterprise Human Resource Management [J]. Business Information,2023(04):179-182.
- [2] Kaile Zhang. Research on Informatization Construction of Enterprise Human Resource Management in the New Era [J]. China Small and Medium-sized Enterprises,2023(01):107-109.
- [3] Yanhua Wu. Reform of Human resource Management in feed Enterprises under the background of “Internet +” era [J]. China Feed,2023(02):121-124.