

# The role of hr generalist

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The Role of HR generalist A human resource generalist is essentially a person charged with the responsibility for carrying out various human resource activities. According to Jackson, & Mathis, (2010), human resource specialist is a person who has expertise and in-depth knowledge in limited area touching on human resource. Further development within an organization makes it necessary to have human resource specialists (Kandula, 2004). Some of the most common spheres of human resource specialty are recruitment, benefits and employment. Human resource generalist has an exceptionally strategic chance and a crucial role in an organization. He is expected to diagnose data besides facilitating it. They are expected by the management to be its true business partner. Their role even spreads further to talent management, turnover, declining productivity and recruiting. According to Kandula, (2004), human resource generalist is expected to be at the forefront in matters to do with diagnosing human capital concerns as opposed to employee issues. Human resource managers are involved in developing employees, managing workforce, developing personnel policies and procedures and ensuring that internal policies conform to all laws that affect the workplace. According to Jackson, & Mathis (2010), he is expected to develop ways of meeting human resource need with regard to future. Entry-level position of generalist is mostly renamed as personnel assistant, and they provide reinforcement to the entire department. Examples of generalist titles include human resource business partner, human resource branch manager and people services manager. According to Kandula (2004), the main roles of a human resource specialist include:

Planning and employment of workforce: he does the role of a recruiter. This

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includes conducting interviews, implementing recruitment strategy of the organization and conducting reshuffles within the workforce. A clear example is the staffing specialist or manager.

Developing human resource: this work involves conducting training, evaluating training programs and development programs. This training may consist of specific fields like sales techniques. A superb example includes leadership development manager.

Total rewards: At entry-level they are referred to as salary administrators. They are expected to perform analyzing job duties, performing job evaluations and conducting compensation surveys. They monitor benefit programs and cost. Example job titles are benefits analyst and specialist manager.

Employee labor relations: while at entry-level they are known as labor relations specialist. They interpret union contracts resolve grievances and help supervisors on union how to interpret contract. A clear example is the performance management specialist.

Risk management: they develop and administer safety programs, conduct safety inspections and maintain accident records. They are also expected to uphold a work facility that is secure so that organizations confidential information can be protected. A telling example is risk manager.

Let's have a look at employee and labor relations management. According Kandula (2004), the starting level it can be referred to as plan personnel assistant. This specialty entails interpreting union contracts and helping to negotiate collective agreements. They also resolve grievances. This in itself ensures there is harmony within the organization which helps the company to achieve to goals. Employee and labor relations managers also get

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involved in employees grievances directly. From this position the manager can advise supervisors and ensure that the workforce remains both united and motivated (Jackson & Mathis 2010). He is expected to freely mingle with employees so that he can understand their requirements fully.

#### References

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