

INDIVIDUAL REPORT ON DEVELOPMENT
OF A PLAN

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Achievements

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EXECUTIVE SUMMARY

In this report I critically evaluate development vehicles available to my chosen organisation which is Amazon and I explain their effectiveness to which I think they are appropriate in identifying and satisfying the development needs of the individual employees to meet both individual and organisational success. In the end I propose a constructive PDP with five clear objectives to meet the identified development needs and expectations of an individual employees by following the SMART framework.

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INTRODUCTION

Personal development refers to combination of actions, approaches, decisions, and practices that benefit individual skills and competencies developer in varied ways (Gulua and Kharadze, 2022). Personal development plan's significant role in the context of career development and success in term of making a person capable to reach target goals, whether it is short, long or medium term. The current assessment will be based on Amazon, which falls under the category of leading e-commerce brands in the UK. The report will highlight vehicles in form of performance appraisal techniques and tools available to chosen brand. It will also justify the effectiveness of each tool and technique to which management think they are suitable to determine and satisfy development needs of employees. Furthermore, the current study will explain constructive professional development plan with 5 objectives for Amazon with feasibility, suitability, and acceptability.

TASK

A- Critically evaluating development vehicles accessible to Amazon and their effectiveness.

In the recent time, it is crucial for managers and leaders to determine and effectively satisfy the basic needs of employees such as related to development and growth at high extent that directly or indirectly benefit organizations in varied ways (Rana and Singh, 2022). It drives their attention toward selection and utilization of effective tools and techniques that relate to a specific term and that is performance appraisal. In the world of business, performance appraisal refers to periodic and systematic approach or procedure that allow management to effectively measure individual candidate work performance at workplace, which is important for them to do so. There are several forms of techniques and tools accessible in the corporate world that number of leaders and managers utilize systematically to reach targets, and these are:

Management by objectives-

Highly utilize method of performance appraisal is management by objectives with which employees and managers work together for purpose of determining, planning, organizing, and fulfilling development needs (Abdi and Kembu, 2022). It helps them to concentration on achieving each objective appropriately in term of conducting appropriate and ethical practices. Management by objectives method drives the attention of managers and leaders toward making essential discussion about growth and development that aim is to control and enhance staffs' performance as well as to fulfil their needs, which lead to achieve Amazon business objectives. The best way to identify and satisfy need of employees is development of smart goals that managers express measurable ways. It allows them to conduct face to face communication with employees, so that needs might be determined easily and make management to develop plan that fulfil the same.

360-degree feedback-

Another performance appraisal technique or tool is 360-degree feedback that considered as multidimensional approach, utilize by human resource managers or management to evaluate candidates (Shrestha, 2022). The current technique allow administration to examine employees in term of using feedback that gather from individual staff members' that help to determine development needs and satisfy individual candidate by fulfilling their demands or requirements related to growth. 360-degree feedback would benefit management within Amazon in multiple ways, for instance it helps to eliminate bias in performance review of employees and develop clear comprehending among employees related to competence, which they can develop effectively. The current chosen tool or approach includes five essential elements that managers

use to achieve the set aim and key objectives. For example, they can utilize self-appraisal that offer employees opportunity to look back at their effectiveness and performance and then communicate with managers and leaders to tell what they want and in which manner. It drives their attention toward peer reviews element utilize to determine development need and then satisfy employees by providing facilities, assets, and other things according to identify need of individuals.

Participative decision-making technique or theory-

In the world of business, there are different forms of theories and models applies by human resource administration within number of organisations, either public or private to achieve smart objectives and aims. In case of Amazon, managers can also implement the similar models and consider that effectively to satisfy development needs of employees after individual need identification. It drives their concentration toward consideration of participative decision-making theory, which usually applies in form of technique to meet individual and organizational success (James, Ned and Charles, 2022). Participative decision-making theory allow leaders and managers of Amazon to take right action as it enables them to motivate employees to engage themselves in decision making procedure through which they can share their opinions, needs and ideas that help management to reach positive outcomes benefit both individual and organization development in continuous manner. It is fact that participative decision-making concept as human resource management theory is based on notion, which indicate that leaders with strong employees' performance tend to concentrate on human aspects of subordinate issues while develop team that emphasise high extent of achievement and commitment.

With the help of chosen model, managers and leaders can treat employees as human instead of worker bees, which make them capable to always support Amazon in any situation, especially in case of competitive business environment when management requires skilled, experienced and commitment people. It plays essential role in the chosen organization by promoting genuine engagement and participation of employees regarding decision making as well as aim setting that help to promote workplace where each candidate fairly share info and personal thoughts with each other. The current model encompasses certain benefits such as help organization to manage staff performance and enhance their satisfaction level appropriately that strengthen employees to achieve organization goals that management set based on analysis, whether it is internal or external. Confidence and trust are the two bases of participative decision-making theory that indicate excellent level of staff performance when employees' confidence might be increased by employers in appropriate ways.

Participative is one of those four systems of management that Rensis Likert develop for purpose of supporting employers to meet individual and business needs on time and in effective manner, which play essential role in the context of Amazon continuous growth and success in the business world.

Motivation hygiene theory-

Frederick Herzberg is the most famous theorist in the world, because he developed the best human resource management theory that utilize and applies in number of companies, either small, large, or medium size in several appropriate ways (Munir, 2022). He formed hygiene motivation theory that is suitable in determining and satisfying development needs of individual candidate in Amazon to meet business and individual success. As it drives the concentration of employers or human resource managers towards consideration of certain hygiene factors that contribute to reach target and help to obtain desire results. It includes **organization policy** that consider as the best performance appraisal technique in term of motivating employees and providing chance to fulfil their essential needs. For example, firm form a policy to provide fair growth chance to employees and facilitate people who came from different regions or nations for employment reason.

Another factor that put positive impact upon need identification and satisfaction is supervision that help **supervisors** or leaders to analyse employees need, so that they can satisfy them while working in the Amazon. It contributes to retain and gain the attention of productive employees, who always accessible to achieve organizational goals and ready to work in much productive way that provide growth and success chances to firm. In the recent time, most of the employees need a right supervision from experience holder who holds excellent knowledge and have power to influence others in positive manner. It can be considered as development need that satisfy candidates and allow them to make firm success in several ways. For example, they can make firm able to satisfy target market by delivering products on time according to customers' location and other details.

Another matter of concern is **working relationship** as hygiene motivation factor that motivate people successfully and utilize to succeed, which require a lot of efforts, time and focus. Along with other development need, employees also prefer to work in a positive working environment where individual person believe to develop and maintain work relation with others, so that work will be done easily and appropriately.

Status and security are also covers under development needs of individual employee that can be fulfilled in form of PF, fire extinguisher and other types of safety arrangement at

workplace. It can develop a better sense of safety and security among Amazon employees' who work harder to achieve the company goals and each objective and support to develop new.

Effectiveness of tools and techniques-

Human resource management in the Amazon plays significant role as they utilize 360-degree feedback, management by objectives, participative decision-making theory and motivation hygiene model. Each method or model they use are effective because their effectiveness in case of development need identification and satisfaction. For example, **management by objectives** works well as it includes certain actions that help in implementation of current approach (Forsyth and et.al., 2022). The best action is identification of how development will be effectively and frequently measure, which make managers capable to fulfil staffs needs in systematic manner. It makes management assure about that each aim as need fulfilment at each extent are related to organizational aims and achieve by employees who are highly satisfy because they obtain what candidates expect from employers in the Amazon. **360-Degree feedback** is also effective in case of above one, because it also contributes to meet individual and organizational success as well as growth strategically (Hartati and Hikmah, 2022). For example, it will enable leaders and managers to apply different ways such as peer review, self-appraisal, managerial reviews, customer reviews and subordinates appraising managers. It is quite effective in case of performance appraisal by increasing the self-awareness among employees and reduce workplace bias that help to fulfil basic growth need of candidates, which they want to develop appropriately for purpose of achieving organizational goals, either short, long or medium term.

Participative decision-making technique is also useful for Amazon as it helps to meet business and individual needs by promoting collaboration that help in needs identification and employee's satisfaction (Cartenì and et.al., 2022). It might be helping organization employees to enhance their satisfactory level more than last few weeks or months that in return lead to increase performance and productivity, which employees can use to make company profitable and productive all the time. Along with above concepts, in the context of Amazon, **motivation hygiene theory** also applies appropriately that identify and satisfy development demand of individual candidate which enable them to meet organizational success in unpredictable manner (Harder and Hughes, 2022). It plays important role in the organization by enhancing performance and effectiveness level of candidates, who can perform productively and make firm capable to gain competitive advantages in bulk. The implementation and consideration of each element support managers to create positive working environment, where individual person can fulfil their dreams and perform in commendable manner, which is not that easy for anyone to do

so. It can allow Amazon to enhance satisfaction level of target market directly or indirectly, among which each person hold power to promote venture from national to international level through word-of-mouth promotion.

B. Professional development plan

Development objectives	Priority	Activities to be undertaken	Resources	Target start date	Target end date	Evaluation
Presentation skills	To improve the abilities of the employee to present their work, ideas, and perspective in a presentable manner. The ability of an individual to deliver engaging, comprehensive, transformative, and informative presentation will be prioritized.	To develop these skills a continuous training session will be organized for two consecutive days so that the employee develops the ability to deliver a well-articulated presentation.	Computer system, internet, white board are the resources which will be required to enhance the presentation skills of the employees.	1 st May 2023	3 rd May 2023	Task will be assigned to evaluate the development of presentation skills.
Communication skills	To enhance the channels and abilities of the workforce to interact with each other effectively so that the	To develop the communication skills, employees will be guided by their reporting managers. Proper	Computer systems, digital platform, internet are the resources required to attain this objective.	5 th May 2023	10 th May 2023	Extent to which coordination is fostering within the organizational activities will be the

	business operations can be coordinated properly. Digital communication will be prioritized so that employees in different areas can connect with each other for accomplishing a task.	hierarchical order will be maintained to ensure smooth flow of communication within the organization.				evaluation criteria for this objective.
Technical skills	The ability of employees to work with new and innovative technology is aimed to be developed. Technical skills of the employees are prioritized for achieving overall operational excellence within the organization.	In order to polish the existing technical skills and to develop new ones, training sessions will be organized.	Digital technology, technical expert, computer system and internet are the resources required to enhance the abilities of the workforce in this aspect.	15 th May 2023	30 th May 2023	Quality of the work produced by the employees after attending these learning sessions will be the criteria for evaluating their growth.
Collaboration	Developing Collaboration	For developing collaboration	Stationery items will be mostly	20 th May	23 rd May	Positive working

	between the employees is prioritized so that organizational activities can be addressed proficiently.	within the workforce various activities will be organized where employees can build positive relations with each others.	required to develop collaboration within the workforce.	2023	2023	culture will be the key factor depicting successful collaboration between the employees
Leadership skills	Ability of employees at lower managerial position is prioritized for guiding their subordinates effectively (Beagon, Niall and Ní Fhloinn, 2019). Transformational leadership approach is aimed to be developed so that the whole workforce can be managed lucratively.	It is aimed to be developed by conducting frequent sessions with the lower level managers of every department.	Internet connection, computer systems, meeting room and digital communication platform will be required for developing transformational leadership skills.	1 st May 2023	10 th May 2023	Feedbacks from the employees will be collected regarding their managers to evaluate their performance .

CONCLUSION

It has been determined from above report that organization had successfully determined and satisfied development needs of individual candidate at workplace, by using the best and most effective performance appraisal techniques and tools. As management utilize management by objectives, 360-degree feedback, participative decision-making theory and other models associated with human resource management that helped to obtain desire outcomes. Furthermore, by summing up above discussion, it has been summarized that five clear objectives have achieved by company because it had developed professional development plan that includes key approaches, resources, actions, and practices that achieve each aim according to time duration that help to increase employees' productivity.

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