

Academic and Employability Skills

Task 1

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Contents

Introduction	2
Different ways to motivate employees.....	3
Awards and Recognition	3
Paying method	4
Additional holiday facilities.....	5
Good working conditions	6
Recommendation.....	8
Conclusion	9
References.....	10

Introduction

Everyone is unique, and their motivations vary from their requirements. Leaders must first understand each individual and recognize what makes people tick and happy at work to properly motivate any team. This report will describe the ways to motivate employees and increase their work efficiency. Occasional or regular, motivating factors make a company more productive and make employees more enthusiastic in the workplace. Skill development, training, and learning can be conducted by the implementation of motivational approaches.

Different Ways to Motivate Employees

Employees are segmented into different departments where their tasks are also different and due to that, everyone needs a diverse way of motivation in the workplace. Employees become an integral part of their business, bringing with them a variety of requirements and expectations that create challenges to accomplish them. Employees vary in their views, beliefs, ethics, backgrounds, and ways of thinking which creates diversification challenges (Hecklau et al., 2016). In the following ways, a company can make employees more efficient and keep them motivated:

Awards and Recognition

Reward management is concerned with methods, regulations, and practices that guarantee people's value and overall contribution to the corporate world. The pieces constitute the "tool kit" through which a corporation selects and aligns a value offering those benefits to both the company and the employee (Cohen, 2006). A successful comprehensive rewards plan includes an appreciation letter, promotion, star performer award, prize bond, and punctuality award. These results in pleased, engaged, and productive workers who, in turn, contribute to the achievement of targeted company performance and outcomes. Awards for taking challenges force staff to rely on their abilities and work hard so, leaders should give their staff tasks that need creativity and teamwork (Parker et al., 2019). Next, a company should think about how to tie accessible organizational rewards to the results of its performance assessment system and give employees the feedback they ought to improve. Behavioural research shows that when rewards are linked to performance, actual performance is the highest. According to Armstrong (2019), reward is a complicated field, but one could argue that every reward management system is driven by three factors:

- Internal fair commissions and relativity on a regular basis
- The external implication of market rates of bonuses
- Performance-related factors are associated with ensuring delivery (Street, 2020).

Both internal and external profiles of staff need to be balanced to conduct a reward system in an organization by the leaders. Internal fairness and compliments on good performance increase positivity in the working environment and for incontrovertibility, external implications can also cope with the rate of payments. Performance-related bonuses and rewards make an optimistic condition in the organization. A company's incentive experts or external consultants typically advise senior management on the concepts. But they would be more acceptable if organization members highlight them and the guiding concepts can then be shared widely to improve understanding of incentive policies and practices (Krupskaya et al., 2017). As a means of incentivizing employees, many companies rely on non-essential perks. For example,

a free gym facility, membership card for clubs or corporate vehicles, or phones are examples of fringe benefits. The goal of fringe benefits isn't to give workers more money, but rather to save them money (Stephanie, 2019).

A company's internal surroundings can be influenced by the surrounding factors in which it works; as a result, the environment is shown as a contextual aspect of the reward management model, spanning both inside and beyond the business. Retail, restaurant, telecommunication, and other corporate companies like Tesco, Vodafone, and KFC became leading companies due to the satisfaction of both employees and customers. Reward follows a structure where motivational factors are interconnected and according to Maslow's Hierarchy of Needs, individuals' psychological satisfaction and self-esteem requirements can be fulfilled by proper appreciation and rewards (Massoudi and Hamdi, 2017).

Paying Method

This one refers to the financial approach of motivation that increases 60 to 70 percent of the working ability of the staff since the initial motive of working is getting remuneration. Other than the fixed pay method, the variable and short-term payment method is more likely applicable in motivating staff since base salary is a type of non-discretionary pay that doesn't change based on how well staffs do or how well executives do (Cohen, 2006).

The payment that an employer gives to an employee for the work they do implements time, effort, and skills that need to be in balance in the workplace, as stated by Author Phillips (2017). Staff can be motivated by the following payment methods:

Variable pay is referred to as pay at risk which changes based on how well employees perform or how well professionals perform. When a performance period is over, the payment is done once and it has to be earned each time (Armstrong and Brown, 2019). Fair wages that staffs get for working beyond normal hours, selling an estimated number of products and bonus periods are included in that payment method that motivates staff. Employees get bonuses as a type of extra compensation as a variable payment method where bonuses are a common form of employee motivation in several companies and professions. The end-of-the-year incentive for a salesman at an electronics store selling a significant number of TVs might be as much as £500 depending on the number of sales or income generated for the company (Phillips et al., 2017).

In order to incentivize personnel, a commission is provided on top of their regular wages or salaries. Percentage of sale or fixed amount per sale are common ways to pay commissions. If a salesman sells a vehicle, for example, they can get a commission of 25% to 30% of the profit. Employees are typically motivated by the prospect of earning more money, which in turn encourages them to work more. When a person earns short-term incentive pay, they get paid based on their performance over a specific period of one year or less. Short-term pay is a type of variable pay that mostly make fresh staff motivated (Hecklau et al., 2016).

Additional Holiday Facilities

According to Alderfer's ERG Theory, individuals need both social and psychological facilities to cope with the working environment. Cultural factors influence employees and staffs in working place and that's the reason they need holiday facilities which keep them stimulated in the workplace. Regional and ethnic people work in an organization where proper equality keeps them motivated and enthusiastic (Murray, 2021). A study in Fortune magazine found that 79 percent of people who leave their jobs because they don't feel appreciated are doing so because they don't like their jobs. The very last thing leaders need to do is get rid of an employee during the holiday rush. Executives motivate employees who are making a variation and bringing care to the customer by ensuring their safety of them (Parker et al., 2019).

Capping the number of individuals who may take time off over the holidays goes hand-in-hand with a first show up, first-served approach. The number of days off and distributing them on a first-come-first-served basis if any firm is seasonal or requires constant staffing. In that fact, if staffs know that they're going to need to be off during the holidays, they understand they ought to seek the time off far in advance and they do not ask for the leave, there need to be some penalty systems for that staff. That will make employees more concerned about their tasks. That can be considered invasive but most employees will learn discipline and they will know about the value of the obligation (Street, 2020).

In the retail industry, executives find that the holidays are their busiest time of year when staff is most needed, necessitating the hiring of a full workforce, if not more. If a company falls into that category, one method of preventing workers from taking time off is to implement a blackout period during which no one can take time off. According to the author Kohl (2016), a holistic approach is needed to treat staff according to their cultural aspects and provide them holiday facilities since the approach considers the whole person, rather than just one element, such as emotional stability. Both enthusiasm and goal-setting are interwoven with one another and the overall staff motivation score climbed from 61 percent to 60 percent as a result of seasonal breaks. The percentage of workers who believe they are respected in the workplace climbed from 39 percent to 52 percent since they got ethnic holidays.

From 57 percent to 75 percent, employees' knowledge of the holistic motivational strategy used to create a corporate vision (Krupskaya et al., 2017). The case of Zappos, an international e-commerce company with a large staff, is one example. Zappos' Insights, an autonomous organization created to promote the company's basic principles to a worldwide audience, is likewise noted for its cultural emphasis.

Good Working Conditions

Communication creates an adaptable working condition, especially when working with a team. Also, workplaces can be designed in such a way that workers have the best chance of achieving their individual and collective objectives (Murray, 2021). A communicative working environment gets employees connected which requires more collaboration and exchange of information. Working under pressure is difficult but if there is flexibility in the workplace and team members become cooperative, employees do not lose their enthusiasm and will to work (Stephanie, 2019). Managers can encourage employees to use the following methods that do not include payment methods:

Professional rotation - staffs are more like to rotate between various duties to avoid boredom and monotony additionally, rotation of tasks helps to increase "multi-skilling," but it also requires more extensive education and training. This one provides high-performance-based staff who can communicate effectively and leaders overlook the aspects that matter most to employees: connections, communication, recognition, and engagement.

Professional upgrading – staff or employees are assigned more interesting and difficult responsibilities to face organizational challenges that upgrade professional skills and add experiences. These employees remain focused up to the promotional level of the organization which increases the motivational drivers. Values and beliefs on leaders' direction make professional skills development more reliable (Massoudi and Hamdi, 2017).

Job expansion - employees are assigned more responsibilities of comparable complexity and teamwork is also included there to expand the work and also make the work easy to access. staffs decide how much free time they spend working for their bosses and that time can be utilized as other skill development which expands their professional field. Concessional energy seems to be the extra energy that an employee offers to support their workmates and buyers at work, or not use it at all.

Empowerment - employees are given the ability to make choices about how they perform their jobs by forming teams of workers accountable for accomplishing a certain task. Here, staffs are the center of attention when it comes to encouraging the company's development and drive. To fight monotony, stagnation, and staleness, leaders boost their personal growth and provide enablement by being more responsive (Armstrong and Brown, 2019). Insurance, casual leave, sick leave, vehicle facilities, working conditions, workplace environment, and other non-financial benefits help improve an employee's psychological well-being, which included empowering staff and their working condition.

Operative recognition required constant communication, which resulted in the establishment of a Company Forum to facilitate ongoing cooperation. A weekly meeting can be an innovative twist on the traditional employee-manager check-in session. Performance and accomplishments could be seen on a dashboard hung on the wall. Every Friday, meetings can be conducted at the site's restaurant, which provided a pleasant setting for staff to convene (Phillips et al., 2017).

Recommendation

Since staff mostly cannot have non-monetary facilities like executives, monetary facilities that are described here are the effective way to motivate them whereas commission, and bonuses are included. Financial and awarding methods are comparatively most effective to motivate staff in any organization. To increase productivity; internal, external, and performance-based financial facilities need to be ensured in the workplace.

Conclusion

An effective employee recognition approach can make a major impact in a professional work environment where top talent is eager to swap positions. The concepts described in that paper elaborate on motivational factors and provided that; the monetary way is the most effective way of motivating staff. It is clear that large corporations are willing to demonstrate that they care about their employees which increases their profitability. Based on the position and its responsibilities, the organization devises an effective incentive scheme that recognizes the individual and their contribution to corporate success.

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