

Week 6: Organisational Structure & Design

Organising – function of management that creates the organisations structure

Organisational design – development or changing of org structure

Elements of organisational design

1. **Work Specialisation** – dividing jobs into separate tasks and assigning tasks to individuals or groups. Each employee takes on a specific approach. Use this approach in hiring unskilled jobs and training them to do a job.
 - Common in manufacturing and service industries.
 - Efficiency and productivity to reduce costs.
 - Limiting skills people are bringing to the job benefits management- making it cheaper when people leave.
 - Highly monitored and control
 - DIS: boredom, stressful, unhappiness will lead to absenteeism, high turnover
2. **Departmentalisation** – how jobs are grouped together. Types of dept include:
 - **Functional** : grouped by the functions performed eg: engineering, accounting, info systems, human resources
 - **Product** : grouping by product lines, creating a dept for each product and create activities for each.
 - **Customer**: types of customer serving. Eg: people dealing with bank loans
 - **Geographic** : regions or territory. Groups identity is tied into the region they live in. Regional vs urban . Geographical focus is the thing that unites the group.
 - **Process** : group on the basis of work or customer flow
eg: hospital – admission, collection of blood, tissue sample.
→ Cross dept teams . How orgs seeking to respond to complexities in the environment.
3. **Authority and responsibility** –
 - Chain of command** : line of authority that clarifies who reports to who. Eg: military forces
 - Authority** : Rights inherent in a managerial position to give orders and expect obedience from them. When delegating authority they must be given the same amount of auth.
→ Line authority: entitles a manager to direct the work of an employee
→ Staff Authority : right to advise or assist those who possess line authority as well as personnel.
 - **POWER**: individuals capacity to influence decisions. Authority is part of the larger concept of power.
 - Responsibility**
4. **Span of control**: number of employees a manager can efficiently and effectively supervise.
5. **Centralisation & Decentralisation**
Choice isn't an either or choice. Most businesses involve both. How much decision would you like to give each groups.

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Arshad Iqbal



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Project Management Workbook and PMP / CAPM Exam Study Guide Harold Kerzner, Frank P. Saladis, 2017-04-12

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strategic planning and analysis and legal requirements in most public organizations This book describes what an HRIS system is what the functionality of such a system should be and outlines the practical aspects of an HRIS It also compares the different aspects of human resources in public organizations non profit organizations and private corporations and how differences across organizations may influence the functionality requirements of the HRIS Finally the volume contains both an organizational theory component which frames how an HRIS interacts with an organization both from a functional standpoint and a reporting standpoint The book includes a practical component which includes real world case studies that illustrate the advantages and pitfalls to implementing an HRIS enterprise system Providing a thorough introduction to HRIS for both academics and practitioners this volume is appropriate for researchers graduate students and practitioners in the fields of public administration higher education administration information systems computer science and human resources

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