

FACULTY OF JURIDICAL SCIENCES

Lecture-25



Training Methods

On the job training methods

This type of training also known as job instruction training this is most commonly used as a method. Under this method, the individual is placed on a regular job & taught the skills necessary to perform the job.

Following are the job training methods.

1. Job Rotation

It involves the movement of the trainee from one job to another. The trainee receives job knowledge & gains experience from his supervisor or trainer. This type of training gives an opportunity to the trainee to understand the problem of employees on other jobs & respect them.

2. Coaching

The trainee is placed under a particular supervisor who functions as a coach in training the individual. The supervisor provides feedback to the trainee on his performance & offers him some suggestions for improvement.

3. Job Instruction

This method is also known as step by step training. Under this method, the trainer explains to the trainee the way of doing the jobs, knowledge & skill and allows him to do the job. The trainer appraises the performance, provides information & corrects the trainees.

4. Committee Assignment

Under this method, a group of trainees is given and asked to solve an actual organization problem. The trainees solve the problem jointly and develop teamwork.