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# **CONTENTS**

Sr. No.	TITLE & NAME OF THE AUTHOR (S)	Page No.
1.	THE RELATIONSHIP BETWEEN CAPITAL AND OWNERSHIP STRUCTURES WITH THE CREATED SHAREHOLDER VALUE IN TEHRAN STOCK EXCHANGE	1
2.	MOHAMADREZA ABDOLI, MOHAMADREZA SHORVARZI & SYED NAJIBALLAH SHANAEI IMPACT OF GOOD GOVERNANCE ON THE CORPORATE GOVERNANCE IN BANGLADESH	6
	MD. ZAHIR UDDIN ARIF, MD. OMAR FARUQUE & UDAYSHANKAR SARKAR	-
3.	DETERMINANTS OF JOB PERFORMANCE OF ADMINISTRATIVE STAFF IN LADOKE AKINTOLA UNIVERSITY OF TECHNOLOGY, OGBOMOSO, NIGERIA AKANBI F. K. & OJOKUKU R. M.	9
4.	THE NEXUS BETWEEN ORGANIZATIONAL CULTURE AND TOP MANAGEMENT SUPPORT AS AN INFLUENCE TO THE ADOPTION OF INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) IN THE RWANDAN COMMERCIAL BANKS MACHOGU MORONGE ABIUD & LYNET OKIKO	14
5.	THE ROLE OF CORPORATE REPUTATION ON TRAVEL AND LEISURE COMPANIES PERFORMANCE IN MALAYSIA SAHAR E-VAHDATI	20
6.	HR AUDIT: AN EVALUATION OF HR PRACTICIES MARIAM AHMED	23
7.	BENEFITS AND CHALLENGES OF CONVERGENCE TO INTERNATIONAL FINANCIAL REPORTING STANDARDS BY PUBLIC ACCOUNTABILITY COMPANIES IN NIGERIA ISHAQ ALHAJI SAMAILA	29
8.	FACTORS INFLUENCING EMPLOYEE ENGAGEMENT IN AN ENTERTAINMENT INDUSTRY A. ANGELINE EMMEMA, N.AJJAN & C.KARTHIKEYAN	35
<b>9</b> .	AN INSIGHT INTO XBRL: INDIAN PERSPECTIVE	43
10.	DR. SUMIT GARG & RITIKA AGGARWAL EMPLOYEES' SATISFACTION AND INDUSTRIAL RELATIONS – A STUDY OF SELECTED INDUSTRIAL UNITS OF AHMEDABAD AND ANAND DISTRICTS DR. VUAYSINH M. VANAR	48
<b>11</b> .	AN EMPIRICAL STUDY ON TALENT MANAGEMENT – AN OUTMOST OPPORTUNITY FOR ORGANIZATION'S SUCCESS NANDINI M. DESHPANDE	61
<b>12</b> .	A STUDY OF HUMAN RESOURCES RELATED CONFLICTS IN SOFTWARE INDUSTRIES IN HYDERABAD RAMAKRISHNA SASTRY GHATTY & DR. V. MADHUSUDHAN PRASAD	65
<b>13</b> .	CAPITAL STRUCTURE (DEBT-EQUITY) OF INDIAN PHARMACEUTICAL INDUSTRY – A STUDY	70
<b>14</b> .	K. PADMINI & C. SIVARAMI REDDY GAINING LEVERAGE FROM SUPPLY CHAIN TO MAXIMIZE PROFITS	74
<b>15</b> .	DR. MADHU JASOLA & SHIVANI KAPOOR BUSINESS CYCLE STAGES AND HUMAN CAPITAL COST – AN EMPIRICAL STUDY OF SERVICE SECTOR COMPANIES IN INDIA	79
<b>16</b> .	DR. YAMINI KARMARKAR & PRACHI JAIN A COMPARATIVE STUDY ON CUSTOMER PREFERENCE ON MOBILE COMMUNICATION WITH REFERENCE TO THE SERVICE PROVIDED BY PRIVATE (AIRTEL) AND PUBLIC (BSNL) SECTOR IN COIMBATORE DISTRICT	85
<b>17</b> .	DR. G.SAKTHIVEL THE BRAND IMAGE & SATISFACTION LEVEL OF DEALERS AND SURROGATE BUYERS OF AMBUJA CEMENT LIMITED IN SAURASHTRA REGION UTKASSIL IL TRUKTLI IL	88
<b>18</b> .	UTKARSH. H. TRIVEDI & JIGNESH. B. TOGADIYA SMALL PACKAGING- MAKING THINGS AFFORDABLE (A STUDY OF RURAL CONSUMERS) DANJEET KAUD & AMANDEED KAUD	100
<b>19</b> .	RANJEET KAUR & AMANDEEP KAUR A REVIEW OF VIRTUAL LEARNING METHODOLOGY IN THE DEVELOPMENT OF SALES WORKFORCE	106
<b>20</b> .	KETAN KANAUJIA & L. R. K. KRISHNAN CLASSIFICATION OF INVESTORS' IN INDIAN SECURITIES MARKET WITH REFERENCE TO TAMILNADU – A DISCRIMINANT ANALYSIS	115
<b>21</b> .	DR. V. DHEENADHAYALAN MARKETING IN ORGANIZED RETAIL ENVIRONMENT: A RETAILERS PERSPECTIVE VACUNDRA	123
<b>22</b> .	VASUNDRA A STUDY ON EFFECT OF CSR INITIATIVES OF AUTOMOTIVE COMPANIES ON CONSUMER BUYING BEHAVIOR	126
<b>23</b> .	SHILKI BHATIA EMPLOYEES PERCEPTION ON DAY – SHIFT V/S NIGHT - SHIFT JOBS (WITH SPECIAL REFERENCE TO BPO SECTORS IN HYDERABAD)	133
24.	ANITA D'SOUZA AN OVERVIEW OF THE CHALLENGES FACED BY ITES /BPO EMPLOYEES IN INDIA AND THE NEED FOR NATIONAL LEGISLATURE TO PROTECT EMPLOYEE RIGHTS OF THIS SECTOR	139
<b>25</b> .	ANJALI PASHANKAR INSURANCE BUSINESS IN INDIA - AN OVERVIEW	143
<b>26</b> .	VENKATESH BABU S LEADERSHIP STYLES IN DYEING AND PRINTING INDUSTRY (WITH REFERENCE TO JETPUR CITY OF RAJKOT DISTRICT)	147
<b>27</b> .	ANKITA DHOLARIYA INTEGRATION OF INDIAN STOCK MARKET WITH ASIAN AND WESTERN MARKETS DAKESH KUMAR	153
28.	RAKESH KUMAR EFFECT OF SALES PROMOTION ACTIVITIES ADOPTED BY MAHINDRA AUTOMOBILES ON RURAL MARKET OF PUNJAB	160
<b>29</b> .	PRANAV RANJAN & RAZIA SEHDEV IDENTIFICATION OF KEY STRATEGIC FACTORS IN APPAREL SOURCING DECISIONS BY INDIAN RETAILERS; A CASE BASED STUDY	165
30.	PARAGI SHAH GROWTH AND PROSPECTS OF INDIAN MUTUAL FUND INDUSTRY - A REVIEW B. USHA REKHA	171
	REQUEST FOR FEEDBACK	179

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STATEMENT OF THE PROBLEM

**OBJECTIVES** 

**HYPOTHESES** 

**RESEARCH METHODOLOGY** 

**RESULTS & DISCUSSION** 

INDINGS

RECOMMENDATIONS/SUGGESTIONS

CONCLUSIONS

SCOPE FOR FURTHER RESEARCH

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### EMPLOYEES PERCEPTION ON DAY – SHIFT V/S NIGHT - SHIFT JOBS (WITH SPECIAL REFERENCE TO BPO SECTORS IN HYDERABAD)

### ANITA D'SOUZA ASST. PROFESSOR DEPARTMENT OF COMMERCE BADRUKA COLLEGE – PG CENTER KACHIGUDA

#### ABSTRACT

In today's modern 24/7 economy, night shifts are becoming more common. Previously, night shift jobs were a relative rarity, confined to particular businesses or skeleton crews that kept a bare minimum of a functions operating until morning. However many businesses now by necessity maintain full operations around the clock. This increasing demand for night shift workers has highlighted many of the social and health negatives that can be associated with working such unsociable hours, and many studies have been devoted to this area. However, there are some real tangible advantages to working the night shift. The impact of shift work on people's daily health habits and adverse health outcomes should be well understood. Night jobs or graveyard shifts are one of the most difficult works available on the job market today. However, they also offer the best pay and incentives because most employers know that working at night is totally different from working a day shift jobs. Night jobs have been on an increasing trend ever since a few years back. Aside from jobs in which night shifts are really necessary, the trend to work at night has been proven to be paying more as compared to day jobs. Money is the main difference between the two as night shifts usually offer more pay with most industries paying more financial premiums.

#### **KEYWORDS**

Night shifts, Business process outsourcing, IT industry, Employees perception.

#### INTRODUCTION

PO stands for Business Process Outsourcing and is "the delegation of an intensive business process to an outside service provider who owns administers and manages it according to a defined set of metrics". BPO is generally for back-end administrative functions that are necessary to run a business but are not a part of the core business. Business Process Outsourcing is the transfer of direct managerial responsibility but not accountability to an unaffiliated, third party service provider who performs services previously delivered by internal staff and management. Globalization, competitive markets and mergers and acquisitions are the primary stimuli for BPO.

#### COMPANY PROFILE

#### AUTOMATIC DATA PROCESSING INC (ADP)

Automatic Data Processing Inc (NASDAQ:ADP) is one of the largest global service providers of a wide range of mission – critical, information – based transaction processing business solutions. In fact, as their corporate line says we are "THE BUSINESS BEHIND BUSINESS". Globally, ADP is a highly respected company. It's the only IT service company to, have got "AAA" rating from both standard & Poor's and Moody's. Enabled Services to ADP business divisions worldwide. Established in 1999.

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#### LITERATURE SURVEY

Preliminary evidence from studies of business process outsourcing (BPO) experiences, like those into IT outsourcing's success, suggests that only a minority of organizations report their BPO arrangements as satisfactory, implying that many are caught in this "can't go back" bind. In this paper the authors examine two organizations contemplating the adoption of BPO, and consider their expectations and experiences in light of existing empirical literature. The paper concludes with a set of principles to assist organizations to avoid BPO failure. The people who work in these call centers — indeed, in any company in India — do so out of choice, not coercion. Modern society is moving toward a pattern of working twenty-four hours a day.

Essential services provided by police departments, fire brigades, ambulance officers and hospital employees have traditionally always operated throughout a twenty-four period. Increasingly other services such as restaurants, petrol stations, and grocery/convenience stores are open twenty-four hours in order to accommodate night workers (Geliebter, 2000). Over the last several decades, there has been a rapid increase in the number of shift workers worldwide (Sudo and Ohtsuka 2001). In Australia in 2003, a national survey found that over one million employees (14%) had worked shift work in the previous four weeks. Of these shift workers, 46% had worked a rotating shift (ABS 2004). Health and community services have the second highest proportion of shift workers of any industry in Australia (32.3%: ABS 2004). As people work irregular hours, their daily routine is interrupted. Regular eating and exercise habits are difficult to maintain (Geliebter, 2000). Consequently, shift workers have a higher prevalence of being overweight (Chee, 2004; Sudo and Ohtsuka 2001). In addition, shift workers also have more adverse life-style behaviours, such as higher tendency to smoke (Reeves 2004) and drink alcohol (Nakamura, 1997). These daily habits (diet, exercise, smoking and alcohol consumption) and their immediate consequences (e.g. obesity) are the fundamental causes of many chronic diseases (Mcginnis and Foege 1993). An unhealthy diet often leads to being overweight and contributes to circulatory diseases, diabetes mellitus and various forms of cancer (Vuori 1998). Lack of exercise is closely associated with food related ill health (Nestle and Jacobson 2000). A person who is obese is at greater risk of cardiovascular risk factors (Orzano and Scott 2004). Cigarette smoking has been identified as a classical risk factor for coronary heart disease (Kannel, 1987). Alcohol consumption also increases the risk of chronic disease (Rehm, 2006).

#### NEED OF THE STUDY

This study is taken up to know the perception of the employees towards day – shifts v/s night shifts. As BPO sector is a booming industry, today's youth are getting more attracted towards BPO jobs when compared to the other jobs. The motivational factors behind the selection of a particular shift are also sufficiently highlighted. As night shifts involve lot of mental stress and health related issues, this study is taken to analyse as to what are the adverse effects of night shifts when compared to day – shift jobs

#### OBJECTIVES

- 1. To study the role and significance of BPO jobs in Hyderabad
- 2. To study the motivational factors affecting the employees in choosing day shift jobs or night shift jobs
- 3. To know the benefits and adverse effects of BPO jobs on the employees.

#### SAMPLE SIZE

The project data is collected on the information from 100 respondents who are the BPO company employees. The companies included in the study are ADP and Thomson Recuiters in Hyderabad.

#### SAMPLING TECHNIQUE

The sampling technique adopted was the random sampling technique. The respondents for the study were chosen following the random sampling method.

#### SOURCES OF DATA COLLECTION

The data collected for the study included Primary data and the secondary data

#### 1. PRIMARY DATA

Primary data is the original data collected specially for the problem at hand. Two methods are used to collect primary data are Structured Questionnaire and Formal Interview

#### STRUCTURED QUESTIONNIARE

A structured questionnaire was prepared and circulated to the employees to know their opinion on employees' perception on day – shift v/s night - shift jobs in their organization. They had to tick the right option given for each question.

#### FORMAL INTERVIEW

Formal interview was conducted with the employees of the organization to know about the quality and management activities implemented in the organization. 2. SECONDARY DATA

The secondary data for the study was obtained from Books, Journals, Catalogues & Websites

#### DATA ANALYSIS AND INTERPRETATION

Data obtained has been analyzed and interpreted for each questionnaire, percentage method was used and graphs were drawn accordingly. **PERCENTAGE METHOD** 

Percentage method is used in making the comparison between the series of data

Percentage of Respondents = <u>Number of respondents</u> x 100 Total number of respondents

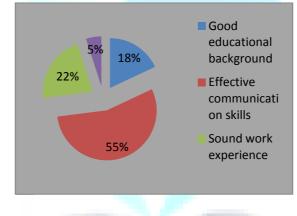
#### LIMITATIONS

- 1. Duration of the study was for period of 45 days which was not sufficient for a detailed study.
- 2. The study has been conducted in Hyderabad only by taking a limited sample of 100 which may not give the true picture of population.
- 3. The study was confined to middle level and junior level management executives excluding top management executives because of their busy schedule.

#### **DATA ANALYSIS & INTERPRETATION**

1. According to you what are the pre-requisites for an individual to possess BPO jobs

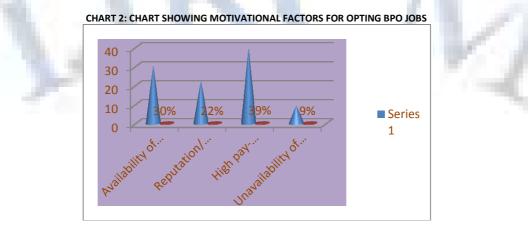
#### CHART 1: CHART SHOWING THE PRE-REQUISITES TO POSSESS BPO JOBS.



#### INTERPRETATION

From the above analysis, it can be inferred that 18% of the employees say that good educational background is the pre-requisites for an individual to possess BPO jobs, 55% of the employees say that effective communication skills are the pre-requisites for an individual to possess BPO jobs, 22% of the employees say that sound work experience is the pre-requisites, while 5% say that other factors too are required.

2. What according to you acts as motivational factor for an individual to opt for BPO jobs?



#### INTERPRETATION

From the above analysis, it can be observed that 30% say that availability of more number of vacancies is motivational factor for an individual to opt for BPO jobs, 22% say that reputation/ brand is motivational factor, 39% of the employees say that high pay – package motivational factor for an individual to opt for BPO jobs while 9% motivational factor for an individual to opt for BPO jobs

3. Which shift do you prefer?

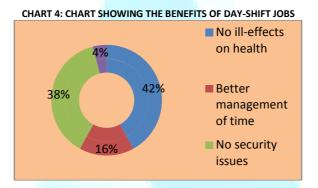
#### CHART 3: CHART SHOWING EMPLOYEES PREFERNCE TOWARDS DIFFERENT SHIFTS IN THE COMPANY



#### INTERPRETATION

From the above analysis, it can be inferred that 52% of the employees prefer day-shifts, 33% of the employees prefer day-shifts while 15% of the employees prefer rotational shifts.

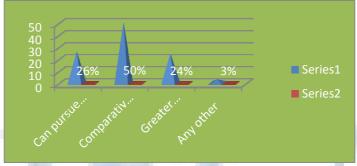
4. What are the benefits of day-shift jobs?



#### INTERPRETATION

From the above analysis, it can be observed that 42% of the employees say that one of the benefits of day-shifts is no ill-effects on health, 16% say that they can have better time management, 38% say that no security issues in day-shifts jobs while 4% of the employees say that other than the above there are other benefits too.

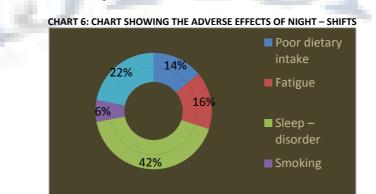
5. According to you what are the benefits for working in night shifts



#### CHART 5: CHART SHOWING THE BENEFITS FOR WORKING IN NIGHT SHIFTS

#### INTERPRETATION

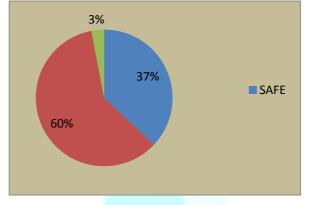
From the above analysis, it can be inferred that 26% of the employees say that they can pursue higher education, 50% of the employees say that comparatively high salaries are offered, 24% of the employees offer greater scope for promotions and 3% say that there are other benefits also. 6. What are according to you are the adverse effects of night – shifts?



#### INTERPRETATION

From the above analysis, it can be concluded that 14% employees say that poor dietary intake is one of the adverse effects of night – shifts, 16% say that fatigue is one of the adverse effects of night – shifts, 42% of the employees say that sleep –disorder is the adverse effect of night – shifts, 6% of the employees say that sroking is the adverse effect of night – shifts, 22% of the employees say that stress is the adverse effect of night – shifts. 7. What is your opinion about the transportation facility provided by your company?



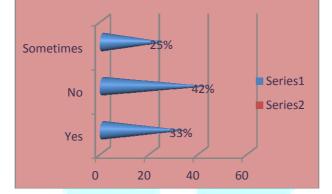


#### INTERPRETATION

From the above analysis, it can be observed that only 37% of the employees say that the feel safer with transportation facility that is provided by their company, 60% of the employees say that the transportation facility that is provided by their company is very un-safe while 3%, of the employees are neutral about the transportation facility that is provided by their company,

8. Are you able to manage your personal and professional life in a better and efficient way?

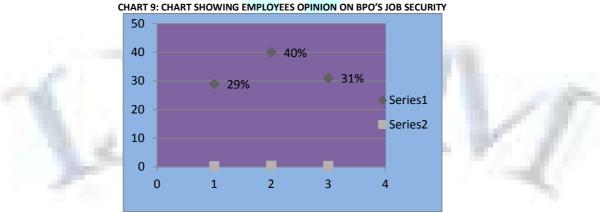
#### CHART 8: CHART SHOWING EMPLOYEES MANAGEMINT OF PERSONAL AND PROFESSIONAL LIFE IN AN EFFICIENT WAY



#### INTERPRETATION

From the above analysis, it can be concluded that 33% of the employees are able to manage your personal and professional life in a better and efficient way, 42% of the employees are not able to manage your personal and professional life in a better and efficient way and 25% of the employees are sometimes able to manage your personal and professional life in a better and efficient way.

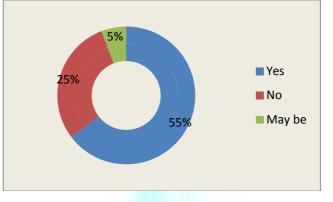
9. Do you think that BPO jobs promise job security?



#### INTERPRETATION

From the above analysis, it can be inferred that 29% of the employees believe that BPO jobs promise job security, 40% of the employees do not believe that BPO jobs promise job security and 31% of the employees are unsure about BPO jobs promising any kind of job security

#### 10. Do you think BPO's are Boon to the current employment scenario? CHART 18: CHART SHOWING BPO'S AS A BOON TO THECURRENT EMPLOYMENT SCENARIO



#### INTERPRETATION

From the above analysis, it can be inferred that 55% of the employees have a opinion that BPO's are boon to the current employment scenario, 25% of the employees do not believe that BPO's are boon to the current employment scenario while 5% of the employees are unsure about BPO's being a boon to the current employment scenario

#### FINDINGS

- 1. It is found that more number of employees working in the organization are un-married as such they find it little easy to manage their personal life
- 2. Only 29% of employees have been found to be working with the company for a period of 2-5 years. There is a stability issue
- 3. Effective communication skills beside sound work experience in the relevant field are found to be the most demanding pre-requisites to posses the BPO jobs in the current scenario
- 4. Most of the employees are attracted to the BPO jobs because there are multiple vacancies and they offer a handsome pay package.
- 5. Night shift jobs are available in abundance but it's very difficult to get a day shift job. As direct entry into a day shift job is not easily available
- 6. Employees prefer day-shift jobs because there are no ill effects on health and thus they can manage both their personal and professional life in a better way
- 7. Personal interview with the employees revealed that they are here working to gain experience in the relevant field and then pursue higher education as there is no job security provided
- 8. Canteen/refreshments facilities are not meeting the required expectations of the employees. Fresh and nutritional food should be thus provided
- 9. Cab facilities are available to employees only after 9.00 P.M. Employees have to depend on their personal or public mode for transportation
- 10. In spite of the adverse effects of night shifts, still BPO sector is a booming field and is attracting employees from all parts of the world

#### CONCLUSIONS

- 1. It is observed that married employees find it slightly difficult to carry night shift jobs because of family demands and for unmarried employees, as family is not dependent on them for many things. so its little easy for them to carry on with night- shift jobs
- 2. It can be concluded that effective communication skills and sound work experience are the pre-requisites for an individual to possess BPO jobs
- 3. Availability of vacancies and High pay-package acts as motivational factor for an individual to opt for BPO jobs
- 4. According to the survey, it is not easy to get day-shift jobs in the current employment scenario
- 5. Majority of employees prefer day shift jobs and the least preference is given to rotational shifts
- 6. No ill-effects on health and No security issues are the major advantages of having a day-shift jobs
- 7. The major advantages of working in night –shifts are the employees are paid high salaries and there is increased scope for promotions and incentives
- 8. Sleep disorder, stress and poor dietary intake are the adverse effects of night shifts
- 9. It can be concluded that the canteen facilities are not "BEST" but "GOOD", thus leading to poor dietary intake.
- 10. Cab facility is not provided during day timings. As such employees have to make their own arrangements and depend on public transportation in reaching the work place Women employees find the transportation "unsafe" in the nights. A provision of a "body guard" should be made mandatory
- 11. Surveyed employees feel that they are not paid adequately. Because there is no distinction for a graduate and a post graduate employee. Both are paid the same salary
- 12. As the night shifts jobs are abundantly available in the present employment scenario; employees are not able to devote sufficient time to their family and friends.
- 13. Most of the employees feel that BPO jobs do not offer any job security. As such then it is still evolving from the recession impact and any closure of the units of the host company may result in unemployment in subsidiary company
- 14. Most of the employees still assume that BPO's are boon to the current employment scenario as there are abundant vacancies available and attracting large number of crowd all over the world

#### SUGGESTIONS

- 1) This study shows that proper and systematic training must be evaluated in the organization
- 2) The organization should choose the correct strategy for the task environment that can help the employees reduce the effects of night shift decrements in alertness.
- 3) Coping with the potentially harmful work schedules involves helping people to cope and by designing workplace environments and shift scheduling schemes that lead to the least disruption to mental, physical, and social wellbeing.
- 4) The company should adopt very stringent security rules and provide an efficient and friendly environment for employees working in night shift, specially for women
- 5) It is suggested that sacrifices toward social life should be compensated by more additional benefits with the effective implementation of mandatory benefits, so that employees feel motivated to give their best to the company
- 6) Company should provide child- care facility for working mothers.
- 7) Employees should be equipped with in-house training facilities on self-defense and safety. Companies need to network with other organizations like police and NGOs who can train the employees to protect themselves when the need arises.
- 8) It is also suggested that employees in night shift should try to restrict the use of caffeine, alcohol, cigarettes and chocolates. Yoga and meditation will prove beneficial for them.

#### VOLUME NO. 3 (2012), ISSUE NO. 8 (AUGUST)

- 9) The employers should take full responsibility in providing security arrangements. Sometimes employees face problems at night in going out to have food and sometimes to the hospitals. By considering this seriously, the company/organization should provide food and healthcare services within their campus.
- 10) Companies should provide escorts for female employees from their homes to their workplace and also keep record of photographs and work histories of their drivers that they hire for commuting purposes of their employees.
- 11) Companies must take responsibility for security practices like verification of third party workforce and posting of security guards on vehicles carrying women employees.
- 12) A proper grievance handling mechanism should be adopted where the employees feel free to raise their voices

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