

## JOB CRAFTING

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### ABSTRACT

*Job Crafting is a HRD technique which helps employees to redesign task, responsibilities of duties assigned to them.*

*This study helps the HR department to understand the different styles of working of employees and the way employees adopt themselves in various work conditions.*

*As there was not much emphasis is made regarding job crafting in various literature surveyed and being itself a new concept , it is been important to study job crafting.*

*This study will help to explore some steps for effective job crafting techniques and also it may encourage the organization and employees to participate effectively in meeting organizational goals from both ends.*

**Keywords:** Job Crafting

### JOB CRAFTING

#### Reasons to encourage Job Crafting in Organizations

In order to change the aspects of current job in a better way, job crafting will be used to decide what to do for the employees

#### Definition

To foster the job satisfaction, engagement, flexibility, and thriving at work, job crafting is a one source to redesign the jobs for employees.

Job crafting is something that you decide to do, in order to change aspects of your current job, so that it suits you better.

#### Meaning

To reshape the boundaries proactively, job crafters can use one way to design the jobs for employees that makes them to work, “in driver’s seat Job crafting occurs in the context of employees prescribed jobs, which are marked by

- Prescribed tasks,
- Expectations, and

- Positions in the organizational hierarchy

Hence, any of these features may limit employee's perceptions of their opportunities to proactively change their jobs.

"Job crafting creates some oxygen for employees to see there are things they can do every day that are going to make a difference in terms of their motivation and engagement in their work," says Dutton, the Robert L. Kahn Distinguished University Professor of Business Administration and Psychology at Ross.

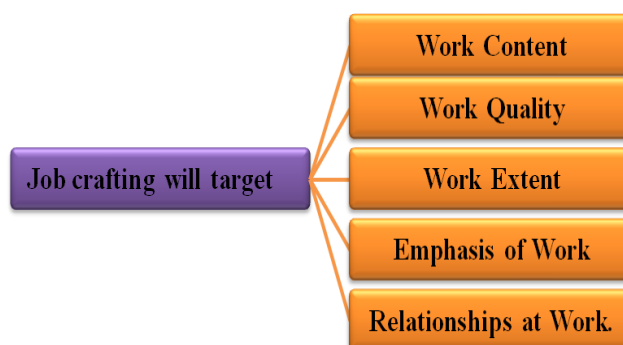
To transform employees into innovators, the method called job crafting is used with relatively low cost.

Job crafting refers to "spontaneous changes made by individuals to satisfy their own, personal needs and not necessarily the needs of the organization.

With a growing interest in employee engagement, managers have turned to strategies for increasing employee autonomy in all levels of the organization.

There are *four* basic steps:

- You decide what you want to change,
- You look for a win-win solution,
- You put the changes into practice, and then, having checked they're having a positive effect,
- You make sure they become a habit.



The **THREE** forms of identifying job crafting

- The First form is to identify the job tasks duties and responsibilities
- The second form of job crafting entails changing the relational boundary of the job
- The third form of job crafting occurs when employees change the cognitive task boundaries of their jobs

The Characteristics of Job Crafting

- Job crafting is not an isolated,

- One-time event.
- Carry out alterations in their jobs from the bottom-up
- Create more meaningfulness
- Fulfill a basic human need for connection to others
- Compose their jobs to enable a more positive sense
- Changing the job's task boundaries
- To "*Craft Your Job*", follow these steps:
- Decide what you want to change.
- Evaluate how the change will impact you and your work environment.
- Act to put positive change in place.
- Check on progress, adjust and continue.
- An important element of successful job crafting is that it's you who takes the initiative
- You don't need to wait for your manager or supervisor to give you instructions.

## The Main Things to Be Look After

**Task Content:** using skills that you already have, or using your knowledge the working methods will be changed by improving the ways, so that the better results will be generated.

**Relationships:** Here, you might look for ways to have more satisfying interactions with other people during the course of your work each day. In our example, here the purpose of relationship refers to what extent of communication is required, to him to team up or to join in the group.

**Relationships:** more satisfying interactions with other people or to have a team work in working conditions, the relationship carried out and the extent of communication is considered.

**Purpose:** You can also redefine your existing work to reflect what you see as being the real impact of what you do at work

**Evaluate:** How to craft your job (environment) you have to look after clients account your clients, your colleagues, your supervisor or manager, and the organization as a whole.

Finally an effective job crafting usually depends on finding a win-win solution.

## The Benefits Of Job Crafting Include

1. Giving you greater comfort from what you do at work.
2. Helping you to approach your work with more best and your known way with energy and enthusiasm.

3. Encouraging employee fell the work and development by improving skills in his own way.
4. Perfecting the skill of job crafting can, in itself, lead to career enhancement opportunities.
5. Job crafting is a way that individuals express and use often-hidden degrees of freedom in their job to customize it to fit their own sense of what the job should be
6. Job-crafting tool helps employees better control their destiny at work
7. "If employees have the freedom to adjust their work to the changing needs of the customer, the whole organization will be more adaptive," Dutton says
8. Job crafting also helps companies retain employees, especially the best ones.
9. If done by employees who are in constant contact with customers, the tool also can help the organization react faster to changes in the market.
10. Employees who identify their role as a career focus on advancement and achievement.

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