

# *Research on Enterprise Human Resource Standardization Management in the New Era*

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**Abstract:** Based on the actual situation, this paper studies the main points of the implementation of enterprise human resource management standardization in the new era. The first is to analyze the concept of human resources standardization management, and the second is to discuss the effects of the application of the human resources standardization management method on the enterprise, and to study how to implement the main points of human resources standardization management. It is hoped that after the discussion, it can provides a reference for relevant management personnel.

## **1. Introduction**

With the increase of enterprises in our society today, different enterprises need to recruit certain talents to achieve the development of the enterprise. However, due to the different strengths of various enterprises and the different development directions of enterprises, talent management and recruitment are also different. To achieve the professional management of talents, various companies usually carry out modular and unified management of human resources. However, in the human resources management of enterprises, it is difficult for companies to find a scientific way to improve the talent level of the entire enterprise. This article has conducted in-depth research on solving this problem, and found that under the background of a large number of studies, the standardized management of enterprise human resources is a good means for enterprises to improve their internal human resource levels [1].

## **2. Concept of Standardized Human Resources Management**

The standardized management of human resources is through the process management of human resources, by summarizing the work of human resources on the basis of the formulation of goals and plans. In short, it is through comprehensive management methods Deployment to achieve the purpose of improving the level of human resources management within the enterprise. This management method is often called the PDCA cycle management method. At present, this management method is in the early stage of promotion in China, and it will be used by more enterprises in the later stage [2].

### **3. Implementing Standardized Human Resources Management can Make a Difference**

It is undoubted that the implementation of standardized management of human resources will produce certain good effects. In the long-term standardized management experiments, it is concluded that the standardized management of human resources will produce four good effects.

For employees, they can improve their work efficiency, increase their awareness of responsibility, improve their ability to mitigate risks, and promote the improvement of their overall thinking and level of work. At the same time, through the application of standardized management of human resources, to a certain extent, it can regulate the behavioral constraints and ideology of employees, and can lead them to a positive and healthy direction.

It can reduce the complexity and disorder of work, improve the rigor of work, and reduce the pressure and burden of work. At the same time, under the standardized management mode of human resources, it is also possible to plan the way of carrying out work, which provides more convenience to management work to a certain extent.

It can provide a chain-like working environment for human resources staff, enhance the rationality of work division, the process is organized, and promote the rapid completion of human resources work [3].

### **4. Suggestions on Refining the Promotion of Standardized Management of Human Resources**

Firstly, scientifically compile the Human Resources Business Management Manual. Just as a country needs certain laws to regulate and restrict the behavior of citizens, the "Human Resources Business Management Manual" is an important document within an enterprise. It is the core work of standardized management of human resources. The "Human Resource Management Manual" includes the introduction of business processes, the division of labor among staff, and the behavioral norms of internal staff. It is a standard management document within the enterprise [4].

Secondly, for any enterprise, the human resources department is very important, and the internal monthly meeting system is also an important channel to solve the existing problems of human resources. The internal human resources of the enterprise should hold an information statistical analysis meeting once a month and solidify it into a regular meeting system. It requires standardized management to ensure that all members of the implementation team participate in the meeting. The purpose of this is to be able to regularly analyze and summarize the statistics of children and departments of human resources on a regular basis. Secondly, it can share industry data and cutting-edge rules and regulations, which is beneficial to employees to open up their horizons, find gaps and achieve continuous improvement. In addition, it is to achieve system sharing and data sharing, which can effectively improve the overall office efficiency.

Thirdly, different companies have different personalities, the scales of different companies in their industries are different, and the quality of employees is also quite different. This process system and management method also have large gaps. Human resources standardization management often adopts a concept to promote the basic management work and the effective improvement of management level, to promote the human resources system processes and standards to become more systematic and effective. Its core concept is to rely on the system to restrain people and rely on processes to handle existing business. Any enterprise needs to have an open and transparent process, and the management of its business often requires the support of systems and processes. This inevitably requires a closed-loop management system to ensure that the overall operating mechanism is smooth and the business execution is well documented. It really promotes the comprehensive improvement of the human resource management system and guarantees the efficiency of human resource management.

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