

Analysis of Information Construction Mode of Human Resource Management in Public Institutions

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Abstract: Strengthening the informatization of human resource management in public institutions will help improve the level and efficiency of their management, so that public institutions can achieve healthy and stable development. This article discusses the role of informatization construction for human resource management, the problems in informatization construction and some strategies related to informatization construction.

1. Introduction

If public institutions want to adapt to the development needs of today's society, they must constantly acquire new information and enhance their competitiveness in terms of system innovation and resource allocation. The wide application of information technology provides new ideas and methods for human resource management, which plays a vital role in the construction of the human resource management system of public institutions.

2. The Role of Informatization Construction for Human Resource Management

2.1 Reduce Human Resource Management Costs and Improve Efficiency

For human resource management work, it is usually very cumbersome. Work such as salary statistics, personnel information and attendance consumes most of the manager's time and energy, and under the pressure of heavy work tasks, There will also be a decline in work efficiency and work quality, and it is difficult to form effective information collection and sharing. The application of information technology can not only improve the work quality and efficiency of human resource managers, but also establish an information system for human resource management. By building a database to realize the sharing of resources and information, it can meet the needs of multiple people at the same time. Provide services to people in need at any time, thus saving a lot of manpower and time.

2.2 Improve the Quality of Human Resources Services and Optimize Processes

The informatization of human resources is the only way for social development and an effective means to improve the efficiency and quality of human resources management. It not only makes human resources management easier and more efficient, but also promotes human resources^[1]. The

communication and exchanges between employees in management enable human resource management to play a greater role in the enterprise. Informatization management is a brand-new model that realizes the reform and innovation of human resources in the context of informatization^[2]. It can provide employees with necessary services and support, optimize the process of employee operations, and reduce time and cost expenditures. Improve work efficiency.

2.3 Strengthen the Management of Talents and Maximize the Utilization of Talents

From the current point of view, public institutions play a very important role in our country^[3]. They have a certain public welfare nature and are the main institutions that provide public welfare services to the society. Only by paying enough attention to the human resources work of public institutions and carrying out effective management can the healthy and stable development of public institutions be ensured and the social value of public institutions can be fully brought into play. To better serve the people, it is necessary to do a good job in human resource management and continuously improve the work quality and efficiency of public institutions^[4].

3. Issues Concerning the Informatization Construction of Human Resource Management in Public Institutions

3.1 Insufficient Understanding of Informatization Construction

If public institutions want to achieve sustainable development, they must start from strengthening management, improve the level and quality of human resource management, and lay a solid foundation for future development^[5]. However, the traditional concept of human resources is too obsolete and obviously does not meet the needs of current development^[6]. Only by combining the management of human resources with the development of the times, changing the traditional concept, and constantly innovating, can we achieve good development. However, judging from the current situation, the situation of backward concepts still exists, and the innovation of human resource management is not combined with actual needs, which affects the quality of work; due to the lack of informatization concepts, work efficiency is low; In the process of human resource management informatization in public institutions, there are still some people with negative and resisting psychology, which slows down the speed of informatization construction; in addition, it is easy to make various mistakes in the work of human resource management^[7]. Such mistakes are the result of insufficient understanding of informatization construction.

3.2 The Management System of Information Construction is Not Perfect

Under the new economic development situation, public institutions must formulate a sound talent strategy and continuously improve their competitiveness in order to be able to cope with the challenges from society and the market. However, judging from the actual work development situation, the public institution has not formed an effective management system, which will cause the effective promotion of human resources work to be affected to a certain extent. Under this situation, the traditional management model is no longer possible. To meet the needs of modern management, due to the increase in the amount of information, the problem of fragmentation of public institutions will become very prominent. Many tasks lack reasonable arrangements or repeated arrangements, and there is a lack of perfect management systems^[8]. This is not only a waste of human resources, but also a concrete manifestation of low work efficiency.

3.3 Informatization Construction Lacks Professional Technology

In human resource management, controlling the use of information technology can improve work efficiency to a large extent. In the daily human resource management process, the staff of public institutions only stay on the surface of the application of information technology, and do not have too much in-depth understanding, which loses the meaning of information construction. It is necessary to pay full attention to improving the quality and level of human resources management from a professional perspective in order to achieve the goals of human resources management. In the current management work, the lack of specialized technology is very prominent, which directly affects the efficiency of human resources work, and also has an adverse effect on the advancement of human resources informatization.

4. Strategies for the Construction of Human Resource Management Informatization in Public Institutions

4.1 Improve the Human Resource Management System

Due to the late start of human resource management in my country and the lack of knowledge and practical experience of human resource management by relevant managers, this has led to insufficient attention to the construction of human resource management information and imperfect human resource management rules and regulations^[9]. This has seriously affected the informatization construction of human resource management in public institutions. Informatization construction requires complete rules and systems as support. Under the premise of establishing and improving human resources rules and regulations, we must promote the informatization construction of human resources management in a scientific and standardized manner, and relevant staff should continuously change their management concepts. , Update its own management technology, eliminate outdated management models in a timely manner, and adopt the latest management methods.

4.2 Training Professionals in Information Technology

In the actual work of human resource management, it is necessary to strengthen the construction of the talent team. Only professional talents participate in the construction of information technology can provide strong support for the effective progress of human resource management. In the process of informatization construction, pay attention to the cultivation of talents, and implement them from many aspects, such as: stimulating their enthusiasm for work, summarizing and refining knowledge in the process of advancement, forming visual and readable professional materials^[10]. Constantly improve the overall quality of professional talents and combine them with the requirements of human resource management information to be able to bring positive effects for the good development of public institutions.

4.3 Update the Concept of Human Resource Management

Human resource management of public institutions is a complex task, not a task of a certain department, it requires mutual communication and collaboration between multiple departments to be able to complete. Only by realizing resource sharing among various departments, enabling the rapid circulation of human resource management data between departments and avoiding the occurrence of information asymmetry between departments, can the effectiveness and accuracy of human resource management data be ensured , To improve the efficiency and quality of human resource management. At the same time, public institutions should also pay attention to the innovation of human resource management methods and concepts, improve the overall quality of

each staff member, update their work concepts and ideas, and ensure that they are competent in the process of human resource management information construction The requirements for the position.

4.4 Improve the Mode of Information Management

When introducing informatization construction into public institutions, we must combine the actual situation of the society and keep up with the pace of the times to ensure the smooth progress of informatization construction. When improving the human resources informatization construction mode of public institutions, we must first ensure the science and accuracy of the data, and adopt different management methods according to different data to improve the accuracy of management data. Innovate the management model, get rid of the outdated management model, cultivate the innovative consciousness of managers, introduce advanced information management model, and process the relevant data of human resources efficiently and conveniently.

5. Conclusion:

To sum up, in the context of the rapid development of the Internet today, public institutions can only continue to reform and innovate, organically integrate information technology and human resource management, and achieve information management. Only in this way can public institutions be improved. The quality and level of human resource management. In the process of human resource management, it is necessary for the managers of public institutions to pay attention to the construction of human resource management informatization, to ensure that the construction of human resource management informatization is consistent with the requirements of the development of the times, and to avoid being eliminated by the times. Only then can they give full play to the role of public institutions and continuously promote social and economic progress and development.

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