

"Training & Development of Jamuna Bank Limited"

Prepared for:

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Preface

Training and development is a vital part of HRM and is incomplete without proper performance management. The article discusses the training and development in detail as practiced at Jamuna Bank Ltd. in Bangladesh. It is conducted in four steps. In our report we used both primary data & secondary data to how the comprehensive training & development program of Jamuna Bank Ltd. First Training need analysis is done where the existing skills and knowledge of employees are evaluated and then training requirements are assessed. Then in the second step appropriate program is designed to fulfill the training requirements and in the third step that training is conducted. In the fourth and last step the employees are again evaluated to check the effectiveness of the program. The training program is usually divided into several parts. In the first part employee is given orientation of the bank and the job. This is called induction training. In the second part, employee is given job specific training. The paper then discusses the problems faced by Jamuna Bank Ltd & recommendation for overcoming the training & development related problems. Also the relationship between training and development is discussed. In the end the paper highlights that evaluation of training program should coordinate with training and development of Jamuna Bank Ltd.

TABLE OF CONTENTS

1.0 Introduction	1
2.0 Statement of the Problem	2
3.0 Rationale of the Study	3
4.0 Importance of Training and Development	4
5.0 Objectives of the Study	6
5.1) Primary Objectives	6
5.2) Secondary Objectives	6
6.0 Scope & Methodology	7
7.0 Sources of Data	7
7.1) Primary Data	7
7.2) Secondary Data	8
8.0 Limitations of the Study	8
9.0 Corporate Profile of Jamuna Bank Limited	9
10.0 Role of Various Department of JBL	10
10.1) Operation of JBL	10
10.1.1) Investment Department	11
10.1.2) Financial Administration Department	11
10.1.3) General Banking Department	12
10.1.4) Marketing Department	12
10.1.5) cHuman Resource Department	13
11.0 Training institutes of Jamuna Bank Limited	14
11.1) Objectives of Training Institutes of Jamuna Bank Ltd	14
11.2) Course summary for the year 2006	15
11.3) Human resource development	16
12.0 Analysis & Findings of the Study	17
12.1) Need assessment of Training & Development at Jamuna Bank Ltd	17
12.2) Personal analysis	17
12.3) Organizational Analysis	17
12.4) Analysis of Job Requirement	17
12.5) Performance appraisal	17
12.6) Ensuring employees' readiness for training	18
12.7) Creating a learning environment	18
12.8) Transfer of training	18
12.8.1) On the job training	18



12.8.1) Off the job training	19
12.9) Evaluating training programs	20
12.10) Management development	20
13.0 Problems faced by Jamuna Bank Ltd. In Imparting Training & development	20
14.0 Recommendations	21
15.0 Conclusion	22
16.0 Bibliography	23