

PRIORITY RESPONSIBILITIES OF THE MANAGER IN THE FIELD OF PERSONNEL MANAGEMENT AND DEVELOPMENT IN THE SYSTEM OF VOCATIONAL EDUCATION

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ABSTRACT

Ensuring the stable work of personnel is an important condition for ensuring the normal operation of the entire organization. In the system of vocational education, this means that the methods of personnel development and the personnel system will reach a new qualitative level. Proper planning, selection and development of personnel in the system of vocational education is the basis of quality education and training. qualified mid-level personnel.

Keywords: personnel, personnel management, human resources, creative approach, professional education, qualifications, skill, competence.

ANNOTATION

Ensuring the stable work of the staff is an important condition for ensuring the normal operation of the entire organization. In the vocational education system, this means that the methods of personnel development and the personnel system will reach a new qualitative level. Proper planning, selection and development of personnel in the vocational education system is the basis for quality education and training. qualified mid-level personnel.

Keywords: personnel, personnel management, human resources, creativity, vocational education, qualification, skill, competence.

The essence, goals and objectives of personnel management, personnel planning, development. Workforce planning is the task of providing people with the right number of jobs at the right time and according to their abilities, inclinations and production needs. From the point of view of productivity and justification, workplaces should enable workers to develop their abilities in the most optimal way, increase efficiency, create human working conditions and meet the requirements of employment. Personnel planning is carried out both from the point of view of the interests of the organization and in the interests of its staff. It is important for the organization to have at the right time, in the right place, in the right quantity and with the appropriate qualifications such personnel that will be necessary to solve production tasks and achieve the set goals. Human resource planning should create the conditions for achieving high productivity and job satisfaction. People are primarily attracted to jobs that provide an opportunity to develop their skills and guarantee a high and stable salary. Taking into account the interests of all personnel of the organization is one of the tasks of personnel planning. Personnel planning is carried out through the implementation of a whole range of activities, combined and interrelated in the operational plan of work with personnel. Personnel management (personnel management) is a system of interrelated organizational, economic and social measures related to the normal development, realization and effective use of human

resources at the enterprise level, for example, recruitment, their use, training, payment of wages, dismissal, etc.)

. - Organizationally, personnel management includes all persons and institutions responsible for working with personnel (managers, personnel department, production councils, trade unions). All employees of organizations and enterprises in the Republic of Uzbekistan are divided into the following qualifications:

- Categories of work performed in the production process: workers (main and auxiliary), engineering and technical personnel (ICC), employees, junior service personnel (KCP), apprentices, auxiliary workers;
- Depending on the nature of the actual activity (type of training), the basis for classifying an employee as an engineering and technical worker (ITP) is not his education, but the position he occupies. The classification of data is based on a combination of professional and industry characteristics;
- On the principle of participation of employees in the technological process. Workers are divided into main and auxiliary workers for the production of products, MTX managers, specialists and technical executors;
- By term of employment: permanent, seasonal and temporary (temporary).

The priority areas of experience in human resource management are:

- promotion of the people of their institution in the first place;
- pay attention to pride in the development of the achieved results;
- reducing the difference between managers and employees in terms of tasks;
- encourage employees to participate in public affairs;
- Creation of favorable working conditions and the environment;
- the impossibility of dismissing employees before they find another job;
- formation of a "team" culture in each employee;
- participation of personnel in the interests of the enterprise and the organization;
- advanced training of employees

So, human resource management (ensuring the required qualifications and intelligence) consists of selecting and retaining the necessary employee of the enterprise and organization, ensuring his professional education and development, assessing the effectiveness of each employee in terms of achieving the goals of the organization, and at the same time the employee also allows you to make adjustments to his behavior, motivate him depending on his efforts. When working with human resources, each enterprise and organization performs tasks that correspond to the goal, regardless of the specifics of its activities.

Thus, for the successful development of the organization, it is necessary to develop, use and improve special methods, activities, selection programs, training, evaluation and motivation of personnel, that is, the organization of these processes. Together, these methods, activities and programmes make up human resource management systems. Traditionally, there are four such systems that correspond to the main tasks of human resource management - these are the systems of recruitment, training and development of personnel, personnel assessment and staff motivation. Sometimes it's the latter.

since the two systems are closely related, they are united.

Today, the effective operation of an educational institution largely depends on the quality of its management. Since the leadership potential and skills of the head of an educational institution testify to the quality of this management, these characteristics are based on the basic education, knowledge, skills and qualifications of managerial personnel.

In the process of implementing reforms in the education system of the practice of managing educational institutions, the need for leaders who are its main subject and can deeply comprehend the changes taking place is constantly increasing. Modernization of the education system is associated with the implementation of managerial thinking, psychology and competence of heads of educational institutions.

Although the management of the vocational education system is considered as leadership, the main emphasis is directed to the environment of human interaction, which is not limited to the influence of the subject of management on the object of management, but is interpreted as the interaction of the leader and subordinates on the basis of the subject's relations.

These relations require familiarization with the humanistic culture, the humanitarian orientation of the individual, the ability to systematically see the objects of management, the ability to act correctly in non-standard situations, the mastery of modern management technologies, communicative culture, the ability to work with information. , in the content of the competence of the heads of the institution, it is necessary to embody the qualities of a leader-reformer with the ability to manage a developing institution

. Experience in personnel development in America and Japan.

All jobs employed in the economies of the leading developed countries, including the USA, Germany, France and England, depending on the differences in the level of vocational training and related characteristics of labor, are divided into three categories of employees:

The first category includes specialists with higher and secondary specialized education, administrative and managerial personnel, as well as highly qualified workers of all branches of industry who have a high occupation and qualifications, require higher and secondary education, or who have completed a 3-4- year course of formal vocational education after graduating from secondary school.

The second category includes persons with secondary vocational and vocational training. This degree requires secondary or lower secondary education and, in addition, a special course of study. The duration of these courses is often several months. This group includes workers of average qualification in the field of clerical and commercial services (sellers, collective farmers). The work of employees with this level of training requires the performance of a full range of operations and is associated with responsibility for a specific direction of economic activity.

The third category includes people with the least professional training, whose work requires training for several hours or days. This group includes low-skilled workers in all sectors of the economy.

Japanese managers see the future policy in the field of management as a development along the lines of:

- Development of human resources (HR) potential.... 86,6%
- Careful use of ir potential..... 78,9%
- Development of group-style activities..... 47,1%
- Development of employment of older persons 42,4%
- Expanding the diversity of skill levels..... 38,3%
- Rehabilitation of labour relations..... 35,3%
- Enrichment of labor and rotation 33,9%
- Replenishment of motivational funds..... 29,6%
- Improving working conditions.... 29,4%

Here's what 1500 U.S. CEOs have to say about IRB's role in human resource management in the 21st century:

- planning human resources for the needs of tomorrow is considered part of the formation of the corporation's strategy;
- The HR manager everywhere will be a member of senior management and will be fully aware of the business strategy, plans, technologies, market products and tools:
- the tasks of human resource management, data collection and processing become an important activator in the selection and use of human resources;
- the main criteria for training are its diversity and breadth, the ability to achieve specific results, dynamism, ability to work in a team, dedication and hard work;

Priority tasks for the development of the vocational education system.

The Decree of the President of the Republic of Uzbekistan dated September 6, 2019 No. PF-5812 "On additional measures to further improve the vocational education system" was adopted.

In this document, starting from the 2020/2021 academic year, the system of initial vocational education aimed at social support for graduates of the 9th grade, based on educational programs corresponding to the 3rd level of IFRS, is combined with the levels of IFRS. Education in the Republic of Uzbekistan, education corresponding to the 4th level of the International Classifier system of education, which carries out training at the level of secondary vocational education on the basis of programs, the system of secondary specialized vocational education, integrated with the system of higher education on the basis of educational programs corresponding to the 5th level of the International Classifier, and the introduction of differentiated educational programs has been determined.

One of the main tasks facing the new system of vocational education is the training of highly qualified personnel in accordance with the modern needs of the local and foreign labor market.

In our country, a lot of work is being done to reform the system of vocational education on the basis of modern educational trends, special attention is paid to the training of qualified personnel by increasing its efficiency. In particular, it is necessary to harmonize vocational education programs with the levels of the International Standard Classification of Education (ISCED), adopted by UNESCO, and to fully introduce the National Qualifications System into the educational process.

"Further improvement of the system of continuing education, improving the quality of educational services, continuing the policy of training highly qualified personnel in accordance with the modern needs of the labor market" is identified as an important priority for the further development of the Republic of Uzbekistan.

Today, at a new stage in the development of education in our republic, the main task of vocational education is to train specialists who are able to adapt to changing production conditions at the level of world requirements, to raise our economy to the level of a great country, and the main factor in this process is not the amount of information provided, but the formation of a creative approach, independent thinking and application, it is necessary to pay attention to training the qualities of a great country. Making. A state policy in the field of vocational education, a national system of professional qualifications, development of knowledge and skills has been developed, according to which the following important tasks are set for vocational education:

1. Achieving poverty reduction.
2. Increasing incomes of the population, training of highly qualified specialists.
3. Identification of talented youth, development of entrepreneurship in it.
4. Ensuring employment of unemployed youth of the population.
5. Improving the efficiency of ensuring the safety of labor migration.
6. Ensuring real employment of women and girls.

To achieve these goals, it is necessary to achieve planning and development of personnel in the vocational education system based on the requirements of today.

Vocational education is an important part of the life of society, giving predetermined knowledge, skills and competencies in certain professions and specialties. Competence approach means, first of all, training students to apply the acquired knowledge, skills and competencies directly at the real workplace. In the system of vocational education, industrial training is carried out by working on the dual education system in cooperation with masters of special disciplines, employers.

Education today is becoming open-civic, creative, given the incomparable role of mid-level specialists in the development of society, it is necessary to pay more attention to vocational education. Efforts are under way in many countries to establish a continuous mid-level training system.

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