

Breaking down major objectives into individual weekly priority reports will help focus on getting that newsletter, direct marketing campaign or new product launch out on time.

Manage Teams of Employees:

It is easy to keep control of one or two people. However, as the team grows in size, it is important to have a system to help manage team activities. The common symptoms of poor management are lack of deadlines, reduced communication with employees, low morale and loss of control. Performance management systems are designed to help overcome these by providing staff and employees with clear objectives and constant feedback.

Improve Customer Service:

A performance management system can be used to remind you to call your major clients at the beginning of each week, month or quarter.

Increase Productivity:

Most organisations have difficulty focusing on the priorities of the business. This is common from management right through the entire hierarchy of an organisation. Assigning team leaders within groups and conducting better planning at the beginning of each time period (e.g. week, month, year) will lead to a clearer understanding of priorities.

Avoid Legal Litigation:

Firing employees can be expensive! Research indicates that 32% of businesses are subjected to unfair dismissal claims, regardless of size. To avoid litigation, you must be able to show accurate documentation of the reasoning behind your decision. A performance management system can keep track of your employees' achievements and your comments on their performance on a weekly and/or monthly basis.

Develop Incentive Programs:

Many organisations have seen the value in offering incentive programs to their employees. These programs can lead to a marked increase in performance. A performance management system will help you to easily administer almost any reward scheme.

Prioritise Departmental Objectives:

A performance management system can be used to monitor the key milestones of an organisation. A weekly or monthly departmental priority schedule can be printed out to enable teams to focus on the key priorities of the business.



Improve Time Management:

Each employee will be able to effectively manage and coordinate their most valuable asset - time. A performance management system should be designed so employees are able to formulate daily, weekly and monthly plans with clear outlines of priorities and objectives. As part of these plans, each employee should be able to quantify his or her goals and deadlines at the click of a button. This instills a new sense of urgency in the completion of short-term plans as well as saving hours of lost productivity.

Improve Communication:

Most organisations do not communicate effectively. A performance management system will encourage the development of teams and effective communication between team leaders and team members. Team members will be encouraged to focus on organisational objectives.

Motivate your staff and third Party Service Providers:

A performance management system provides visual re-enforcement of achievement levels. See the Human Resources Management section of this web site for more details.

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