

## PRACTICES THAT CAN IMPROVE EMPLOYEE PRODUCTIVITY

Every employer should have staff who share in the vision and success of the organisation and are leaders within their respective roles. Studies have shown that productive employees are motivated, innovative, creative and loyal. It is such employees that give an organisation a competitive edge in today's high speed and "hyper-connected" business environment.

Below are a few tips on how Management can improve their staff's productivity.

**Upskill and develop your workforce.** Training plays an integral role in ensuring that the employees and the organisation stay relevant and keep abreast with the industry trends, thus creating subject matter experts. The development of staff assists in bridging the gap between the organisation's reality, the employees' skills development needs and career aspirations. Investing in your staff's education increases staff morale and creates a sense of loyalty.

**Deliver regular and meaningful feedback in a constructive manner.** It is important to be mindful of the fact that feedback won't always be positive, however the manner in which the information is delivered is the cornerstone to making a success out of it. The communication should be done in a manner that is helpful, encouraging, respectful and thoughtful to employees.

**Don't be stingy with appreciation, praise and recognition.** Appreciation, praise and recognition are often a more powerful motivator than money, as not every employee is motivated by money. Sometimes, a simple "Well- Done" or "Great Job" can go a long way to improving productivity. It is always refreshing to an employee when they are assured that they are exceeding Management's expectations. This is also frequently demonstrated through the number of promotions being received internally.

### **Design incentive schemes to benefit all employees.**

Most employers make the mistake of incentivising individuals on higher occupational levels, forgetting that most tasks within the workplace usually require a team effort. The trick here is to engage employees with a defined commission earning structure that is mutually beneficial to all parties. This will assist in encouraging commitment to the organisation's success at all levels within.

**Be a role-model to your employees.** Leaders are always watched by their employees. When leadership "walks the talk", it becomes natural for employees to follow a manager that they admire and aspire to be like.

Ultimately, most employees would rather be part of a team that they are committed to, than to just be a member of an organisation. Employee engagement and maintaining consistency will inspire and boost employee productivity.

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