

AN OVERVIEW ON SKILLS MANAGEMENT

Pirtibha Sharma*

*Associate Professor,
Department of English, Faculty of Commerce, Management & law,
Teerthanker Mahaveer Institute of Management and Technology,
Teerthanker Mahaveer University, Moradabad, Uttar Pradesh, INDIA
Email id: ica.pratibha.pdp@gmail.com

DOI: 10.5958/2249-877X.2021.00133.8

ABSTRACT

Individuals in managerial positions must have the knowledge and abilities to carry out particular management activities or duties. Managerial abilities are crucial for a variety of reasons. Being a manager in an educational environment gives you the opportunity to lead and solve problems in a variety of circumstances, both basic and complicated. However, it has been noticed in Thailand that certain management abilities need to be improved. Managers of schools should improve and expand their skills in order to manage successfully and efficiently. This mixed-methods study examined school administrators' management abilities in terms of conceptual, human, and technical skills in a number of private catholic secondary schools in Bangkok, Thailand. The respondents self-assessed their management abilities using a checklist, and interviews were performed to verify the findings and identify professional development requirements based on the lowest-scoring categories by the school administrators. To collect data, Goodarzi designed a questionnaire based on Robert Katz's idea of management abilities. When it came to the evaluation of school administrators' management abilities, the majority of them rated themselves as excellent in terms of conceptual, human, and technical skills. In terms of conceptual skills, the identification of informal organization, articulation of strategy, and capacity to anticipate are the professional development requirements of private catholic school administrators. In terms of human skills, school administrators, on the other hand, need training in dispute resolution, report production, and official communication. Finally, in terms of technical skills, they need professional growth in financial management, computer skills, and marketing.

KEYWORDS: *Administrators, Development, Managerial, Needs, Professional.*

REFERENCES:

1. K. A. Ranganath and S. D. Khairnar, "Entrepreneurship and Management Skills' An Overview," *KRSCMS J. Manag.*, 2016.
2. B. HM, "Is management really an art," *Harv. Bus. Rev.*, 1975.
3. S. D. Hofener, "Recipe for success as a leader and manager," *ITE J. (Institute Transp. Eng.*, 2000.

4. K. L. Guo and J. D. Company, "Leaders in hospital-based social work: The roles and functions of directors of social work in the case management model," *Leadersh. Heal. Serv.*, 2007.
5. K. L. Guo and J. D. Company, "Leaders in hospital-based social work," *Leadersh. Heal. Serv.*, 2007.
6. P. Banerjee and Y. K. Patter, "Perceived Competencies and Employability Level of Management Students," *Chanakya Int. J. Bus. Res.*, 2015.
7. G. Koole and A. Pot, "An overview of routing and staffing algorithms in multi-skill customer contact centers," *Submitt. Publ.*, 2006.
8. D. Antimisiaris and T. Cutler, "Managing Polypharmacy in the 15-Minute Office Visit," *Physician Assistant Clinics*. 2018.
9. W. Hellmann and F. Meyer, "Management Competence in Leading Positions in Clinical Surgery - What Does a Surgeon Need to Know?," *Zentralblatt fur Chir. - Zeitschrift fur Allg. Visz. und Gefasschirurgie*, 2016.
10. D. Antimisiaris and T. Cutler, "Managing Polypharmacy in the 15-Minute Office Visit," *Primary Care - Clinics in Office Practice*. 2017.