

# *Application Analysis of Enterprise Human Resource Management Informatization*

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**Keywords:** Enterprise; human resource management; information construction; application; analysis

**Abstract:** In recent years, China's modern information technology has shown a rapid trend of rapid development, for the development of all walks of life into vitality and vitality. In the process of enterprise development, modern information technology plays a more and more key role, and has gradually become an indispensable driving force for the development of enterprises. Especially in the background of increasingly fierce market competition, if enterprises want to shape their core competitiveness, they should attach great importance to the application value of modern information technology. A large number of practices have proved that enterprises to accelerate the pace of human resource management information construction can not only help enterprises shape the core competitiveness, but also conducive to the cost control of enterprises, help enterprises to create economic benefits. At present, information technology is still insufficient in the application of human resources in Chinese enterprises, and it fails to give full play to its due role. Therefore, enterprises should strengthen the attention to the construction of human resource management information, and carry out a variety of optimization measures on the basis of their own actual situation, so as to create conditions for the application of information technology in human resource management. This paper will take enterprises as the research object to discuss the application of human resource management information, aiming to improve the application level of modern information technology in China, so as to meet the various needs of human resource management, and help enterprises to achieve long-term and steady development.

## 1. Introduction

Human resource management informatization is one of the main development directions of enterprise human resource management <sup>[1]</sup>. This is because the application of information technology in human resource management can significantly improve the efficiency of enterprise operation, so as to give full play to the maximum value of human resources. At present, the informatization of human resource management is mainly reflected in two aspects: first, the process and automation of human resource management based on Internet technology; second, the optimization of human resource management content. However, in practice, it is not difficult to find that although some enterprises in China have introduced modern information technology, there are still some problems in their application in human resource management, so that the efficiency and

quality of human resource management have not been fundamentally improved. Therefore, this paper will further discuss the application of enterprise human resource management informatization.

## **2. The application value of enterprise human resource management informatization**

### **2.1 It is conducive to improving the efficiency of human resource management**

The greatest application value of modern information technology in enterprise human resource management is reflected in the improvement of the efficiency of human resource management. In general, there are many factors affecting the work efficiency of the human resource management department, while the common factors include employees' information management, employees' attendance and leave processing, salary calculation and processing, etc. The above content will consume the time and energy of human resource management personnel to some extent. In the traditional working mode, human resource management personnel need to handle the above problems in a manual way, which is not only low efficiency, but also prone to errors, which brings obstacles to the development of human resource management. Therefore, it is necessary to adopt modern information technology. Modern information technology can shift part of the work focus from mechanical and repetitive work to data analysis and overall planning, so that human resource management personnel can focus more on the analysis of problems and the formulation of solutions, and can also reduce the error of human resource management to a large extent.

### **2.2 It is conducive to reducing the work intensity of human resource managers**

The application of modern information technology to the human resource management work of enterprises can greatly reduce the work intensity of human resource management personnel and liberate them from the tedious daily affairs. Because human resource management information emphasizes the self-service of employees, when employees change their personal information, employees can log in the corresponding website to realize the change of information. When the information change is approved, the system database is updated. Similarly, training and vacation applications can also be <sup>[2]</sup> by employees. Under this working mode, human resource managers can focus more energy on other management affairs, so as to promote the long-term development of the enterprise.

### **2.3 It is conducive to standardizing the business process of the human resource management department**

In the traditional human resource management work, human resource management personnel often need to spend a lot of time and energy to realize the concentration and induction of dispersed information, and then conduct a comprehensive analysis of it. However, due to the different working habits of different human resource management personnel, the work process will show certain differences, which leads to the business process of the human resource management department cannot be unified, which is not conducive to maintaining the standardization of the work. Today, with the rapid development of modern information technology, enterprises can try to play the role of modern information technology, so that the business process of the human resource management department can develop towards the direction of standardization and automation, so as to enhance the fluency of information. HRs can use the operating system to standardize recruitment, training, continuing education and career planning. At the same time, the modern information technology can also realize the automatic collection and analysis of personnel management information, so as to accelerate and optimize the information flow. It can be seen that the

informatization of human resource management can make the business process of the human resource management department show a strong standardization.

### 3. Application strategy of enterprise human resource management informatization

The number of enterprises in our country is increasing year by year. By the end of 2022, the number of enterprises nationwide will reach 52.826 million. According to the statistics of relevant departments, the penetration rate of modern information technology in enterprises will reach 80%, which mainly plays an important role in the operation and management of enterprises. A large number of practices have proved that applying modern information technology to enterprise human resource management can improve the efficiency of human resource management. According to some companies, the work intensity of their human resource management departments has been reduced by about 50% since the introduction of modern information technology. Thus, in human resource management, the application of modern information technology has become the general trend.

#### 3.1 Enhance the importance of modern information technology, and implement the working concept of "people-oriented"

The long-term development of the enterprise cannot be separated from the wise decision of the leadership, and the same is true in the construction of human resource management information. If you want to give full play to the application of modern information technology in the enterprise, then the leadership of the enterprise must have a correct understanding of modern information technology, and uphold the spirit of advancing with The Times, to achieve the introduction of modern information technology, and strengthen information construction. In 2022, the government of S City launched a special research on the informatization of human resource management of enterprises. The survey results show that 12.5% of enterprises do not attach great importance to the information work of human resource management; 28.6% of enterprises do not attach importance to the information work of human resource management; 35.2% of enterprises think that the work of human resource management informatization is not important; 23.7% of enterprises attach importance to the information work of human resource management.

Table 1 Special research results of enterprise human resource management informatization in S City

Options	Pay little attention to	unvalued	common	appreciate
proportion	12.5%	28.6%	35.2%	23.7%

It can be seen from the Table 1 that the information work of human resource management needs to be improved. Therefore, enterprises should make a good strategic layout, constantly strengthen the ideological construction of the leadership, and ensure that the leadership has unique insights and long-term strategic vision. Only in this way can the support for human resource management informatization be formed from the ideological level, so that the human resource management informatization can get more abundant personnel security and financial security. It provides conditions for the application of modern information technology in human resource management [3]. At the same time, grass-roots staff to modern information technology attention is also essential. If only the leadership's decisions and calls, then many policies will be reduced to the surface. Therefore, enterprises also need to actively mobilize grass-roots employees to form a "above and below" effect inside, and give full play to the role of the leadership. One of the best ways to motivate grassroots staff is to implement the "people-oriented" work philosophy [4]. Therefore, the human resource management department should pay more attention to the grass-roots employees, and realize their spiritual incentives on the basis of meeting the basic needs of employees, so that

employees can better realize their self-value. In order to fully stimulate the enthusiasm of employees, human resource managers also need to actively build corporate culture, maintain and advocate equal personnel, so that grass-roots employees gradually become the main force in the construction of human resource management information.

### **3.2 Strengthen the adjustment of organizational structure, and constantly standardize the business process of human resource management**

The development of modern information technology brings new possibilities for human resource management, and also changes the organizational structure of enterprises. Under the influence of information technology, the management level is less variable, and the development trend is more efficient and streamlined on the whole. At present, the organizational form of enterprises can be divided into two types, namely flat organizational structure and matrix organizational structure. If you want to realize the information construction of human resource management, then the enterprise should also realize the optimization and adjustment of the organizational structure on the original basis, so that it can adapt to the development trend of the new era and better stimulate the application value of modern information technology. In the implementation of human resource management, enterprises should change the traditional business process, constantly standardize the business process of the human resource management department, and make every human resource manager fully aware of their own positioning and role in the information construction [5]. Specifically speaking, enterprises should do the following two aspects: First, enterprises should be based on long-term strategic planning and human resource management planning, to achieve the adjustment and division of organizational structure and departmental responsibilities. Due to the large amount of content involved in the adjustment, enterprises should also combine modern information technology and rely on Internet technology and big data technology to optimize the organizational structure and business process, so as to allocate resources reasonably and help enterprises create a good internal control environment. Second, enterprises should also adjust and optimize the structure of human resource management. When the human resource management realizes the information construction, the hierarchy of the human resource management department also needs to be adjusted. This is mainly because under the traditional working mode, human resource managers need to concentrate on dealing with a large number of complex affairs, and under the support of modern information technology, human resource managers need to shift their work focus to creative work. Therefore, enterprises should base on the actual situation of human resource management information construction, carry out a comprehensive analysis of the content of human resource management, help human resource managers to re-determine the work objectives, so as to promote the efficient development of human resource management.

### **3.3 Strengthen the team building and enhance the professionalism of the human resource management personnel**

In the internal control of enterprises, human resource management is a very important work content. If enterprises want to fully stimulate the potential value of employees, they should take human resource management informatization as their focus. However, in practice, it is not difficult to find that the information construction of human resource management largely depends on the overall professional level of the human resource management department. In general circumstances, the higher the overall quality of the human resource management team, the faster the speed of information construction, and the value of modern information technology can be better played out. Therefore, enterprises should strengthen the introduction and training of human resource

management personnel <sup>[6]</sup>. Specifically speaking, the following two aspects need to be well implemented:

### **3.3.1 Strengthen the talent introduction**

Enterprises should, according to the needs of human resource management information, strengthen the attention to the talent market, constantly improve their competitiveness in the talent market, and provide a guarantee for the introduction of high-quality talents. Nowadays, the human resource management of enterprises not only requires the staff to have enough professional ability, but also needs them to master enough modern information technology. Thus, the enterprise has put forward higher requirements for human resource management personnel. Therefore, enterprises should improve the salary and treatment, improve the welfare system, and obtain the attention of talents. For newly hired employees, the enterprise should also provide corresponding pre-job training, so that talents can quickly adapt to the post and provide support for the informatization of human resource management.

### **3.3.2 Strengthen talent training**

As the development of society changes with each passing day, human resource management personnel should uphold the spirit of keeping pace with The Times and constantly realize the learning of new knowledge and new technology. Only in this way can the informatization of human resource management be carried out efficiently. In practice, enterprises should provide a corresponding platform for human resource management personnel to help them to improve their professional ability. Enterprises need to base themselves on the government's support policies, and carry out detailed and comprehensive knowledge education and skills training for employees, so as to help employees form a correct understanding of modern information technology <sup>[7]</sup>. Since modern information technology can help employees realize distance learning, the combination of online and offline mode can also be adopted in staff training, so that employees can achieve better growth.

### **3.4 Increase resource input and improve infrastructure construction**

Human resource management informatization cannot be separated from the guarantee of funds and resources. If enterprises want to give full play to the role of human resource management information, then they first need to provide a certain amount of capital and resource support. Under the influence of the traditional work concept, the leaders of many enterprises lack the attention to the human resource management work, which makes the efficiency and quality of the human resource management work stagnant. In today's increasingly fierce talent competition, strengthening the information construction of human resource management has become a problem that enterprises have to think about. Therefore, enterprises should actively change their development ideas, give certain attention to human resource management information, and increase the investment in their resources. Under the guarantee of sufficient funds, enterprises can do a good job in infrastructure construction, and meet the needs of human resource management information in terms of software and hardware. Specifically speaking, enterprises should pay attention to the following content: First, enterprises should strengthen the attention to the information system products. According to the actual needs, select the software matching the job requirements of the HR management department, and organize the HR management personnel to learn the software so that the software can give full play to its value; Secondly, the enterprise should provide the necessary working environment for the technicians to reduce the dependence on the software supplier. Under the application of modern

information technology, enterprises are more and more dependent on modern information technology, which makes enterprises to increase the demand for relevant technical personnel. When the system has problems, the enterprise can organize technical personnel to check, analyze and process the problem, and reduce the possibility of data loss and leakage; third, the enterprise should check the office software regularly. During the inspection, if the version of the office software is too low, the enterprise can upgrade and update it, making the human resource management work effectively connected with the system; fourth, the enterprise should also improve the network construction. Since some data information is extremely critical and even affects the survival of enterprises, enterprises should try their best to reduce the possibility of data leakage and loss. In addition to the traditional encryption technology, firewall technology, anti-virus technology, enterprises can also establish a local area network, reduce the possibility of external attacks.

#### 4. Conclusion

The popularization and application of modern information technology make the human resource management of enterprises be technically guaranteed. In practice, it is not difficult to find that the reasonable use of modern information technology can improve the efficiency and quality of human resource management. In the process of development, the enterprise should be aware of the positive role of modern information technology in human resource management, and increase of resources investment and construction, build high quality staff team, make the human resource management and modern information technology, provide guarantee for the long-term development of the enterprise. This paper discusses the application of enterprise human resource management information, which provides a reference for related fields in China to a certain extent. In the future, modern information technology will continue to develop, and play an increasingly important role in the field of enterprise human resource management, so enterprises should be in line with the development trend of The Times, strengthen the attention to and application of the technology.

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