

## A STUDY ON EMPLOYEE ABSENTEESIM AT UNIFY TECHNOLOGIES

Ms.S.Srichandana, Neerudi sandhya

### ABSTRACT

In the Indian IT industry, absenteeism is a common occurrence. Both employers and employees need to pay quick attention to this important matter. Absenteeism is a regular pattern of skipping out on a task or commitment. It's erroneous to believe that absenteeism is always the result of indolence or people who aim to avoid work whenever possible. This essay aims to shed light on a variety of absenteeism-related factors, such as personal problems, a poor work environment, occupational diseases, poor production planning (flow of work), poor working and welfare conditions, a shortage of trained laborer's, job insecurity, the collective bargaining process, a strict control system, a lack of supervisory support, a lack of interest, a lack of a cohesive and cordial culture, etc. The present research is to focus on absenteeism and measures to reduce for successful growth of the company.

### INTRODUCTION

The inability of employees to report for work on time is referred to as employee absenteeism in this context.

Employees taking permitted leaves of absence, holidays, vacations, or other time off in accordance with the terms of a collective bargaining agreement would not be counted.

Employee absenteeism is a regular practice of skipping out on tasks or commitments.

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Employee absenteeism is a regular practice of skipping out on tasks or commitments.

### REVIEW OF LITERATURE

**Simran Bains<sup>1</sup> , Pradnya V. Chitrao (2020),**

In any organization, employee absenteeism at work is a serious problem since, in every line of business, employee engagement is crucial to the organization's success. Their absenteeism negatively impacts an organization's performance in a few ways. Any organization that has a high level of absenteeism might face major issues, whether they be psychological, emotional, or financial in nature. As a result, there would be decreased productivity, low team morale, and disappointing financial outcomes. The achievement of goals and targets for every department depends critically on an acceptable staff turnout.

**Dr. Pawan Kumar (2015).**

The reasons of absenteeism and its treatments in the business sector are explained in this essay. ITC, a well-known private corporation in India, has been chosen as the subject of the case study. To elaborate on the replies of the ITC Company workers, a well-structured questionnaire has been developed.

## **RESEARCH METHODOLOGY**

### **PROBLEM STATEMENT**

The study is based on identifying the factors which result to absenteeism in Unify technologies.

### **NEED OF THE STUDY**

The many sorts of absenteeism, the causes of such absenteeism, and the preventative measures intended to lessen such behaviors in the future will all be covered in this project.

### **SCOPE OF THE STUDY**

The research is concerned only with unify technologies employees. The focus is on absenteeism of employees during this year and how it affects organization growth.

### **OBJECTIVE OF THE STUDY**

1. To identify the factors which contribute to absenteeism and that influence the performance of an organization.
2. To understand the strategies followed to reduce employee absenteeism in the unify technologies.

**RESEARCH DESIGN:** Descriptive and qualitative in nature

**DEPENDENT & INDEPENDENT VARIABLE:** Employee Absenteeism & unify technologies, factors of absenteeism.

**Population:** 500

**Sample:** 300

Sampling Frame : Unify Technologies

Sampling Technique: convenience sampling technique

**DATA COLLECTION:**

Primary data: collected from employees by asking questions. Secondary data: collected from journals, books, and articles.

**DATA COLLECTION TOOL:** Questionnaire with structured questions

**TYPES OF QUESTIONS ASKED:** based on Likert's scale

**HYPOTHESIS TESTING:**

H0: There is no significant impact of age on the level of absenteeism. H1: There is a significant impact of age on the level of absenteeism.

H0: Health issues, stress, job, work environment and personal reasons have no equal impact on Employee absenteeism.

H1: Health issues, stress, job, work environment and personal reasons have equal impact on Employee absenteeism

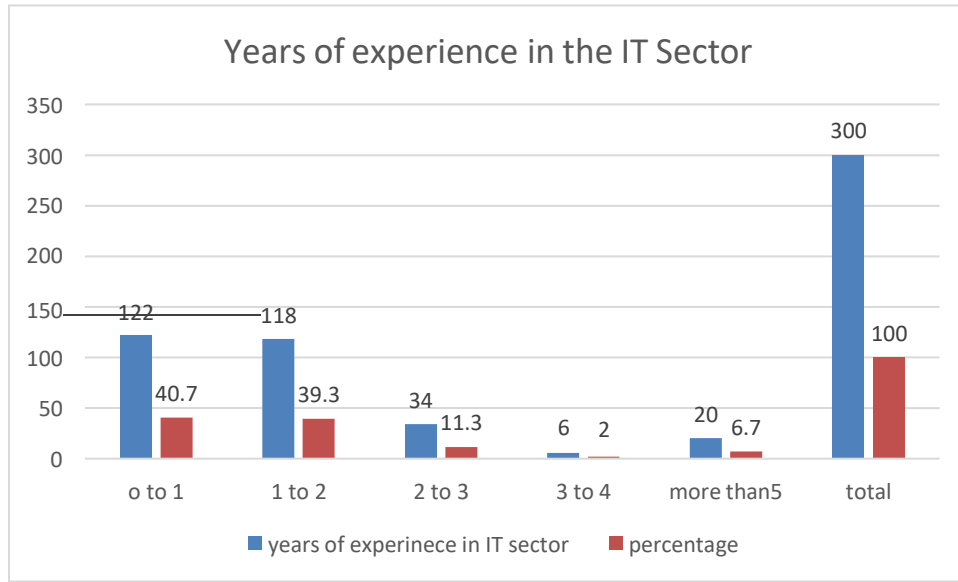
Ho: There is no significant effect of Gender on level of absenteeism H1: There is significant effect of Gender on level of absenteeism

**DATA TOOLS USED FOR STATITICAL ANALYSIS:** t test and chi square  
Graphs: tables and bar graphs

**TYPE OF MODEL: BIVARIATE.**

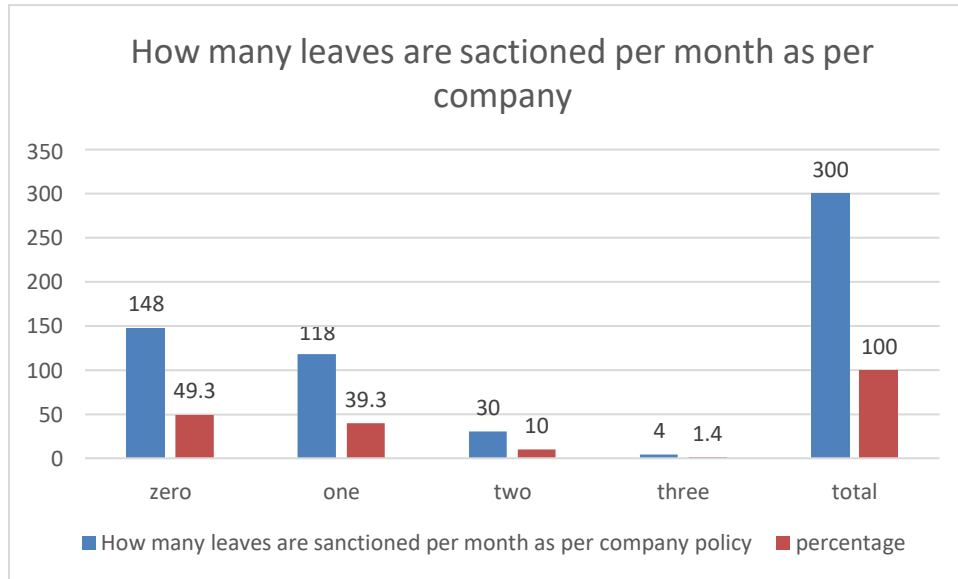
**DATA ANALYSIS**

	o to 1	1 to 2	2 to 3	3 to 4	more than5	total
years of experience in IT sector	122	118	34	6	20	300
percentage	40.7	39.3	11.3	2	6.7	100



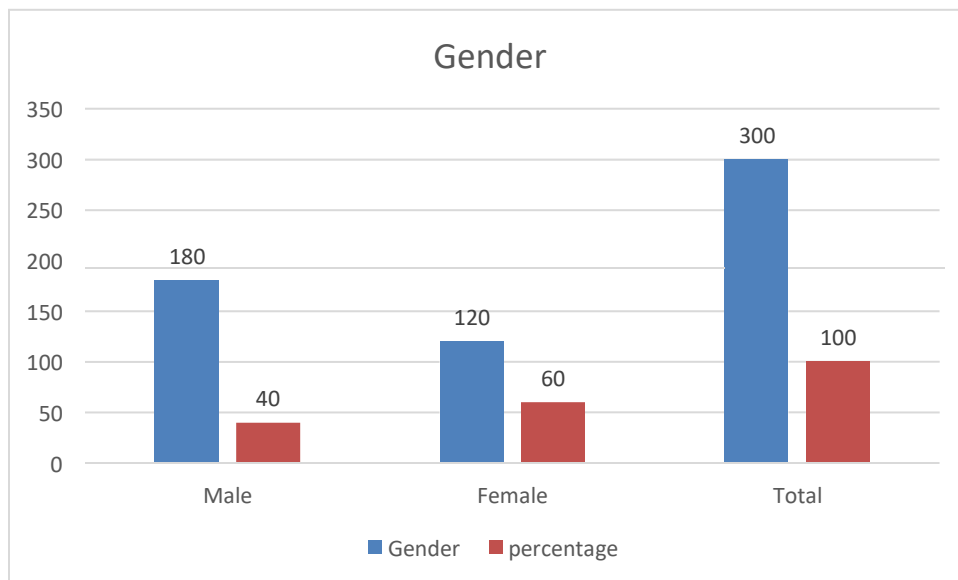
Interpretation: 40.7% of the respondent’s experience in the IT Sector is 0 – 1 yrs. 39.3% of the respondents experience is 1-2 yrs. 11.3% of the respondents experience is up to 3-4 yrs. 6.7% of the respondents experience is more than 5 yrs.

	zer	one	two	three	total
How many leaves are sanctioned per month as per company policy	148	118	30	4	300
percentage	49.3	39.3	10	1.4	100



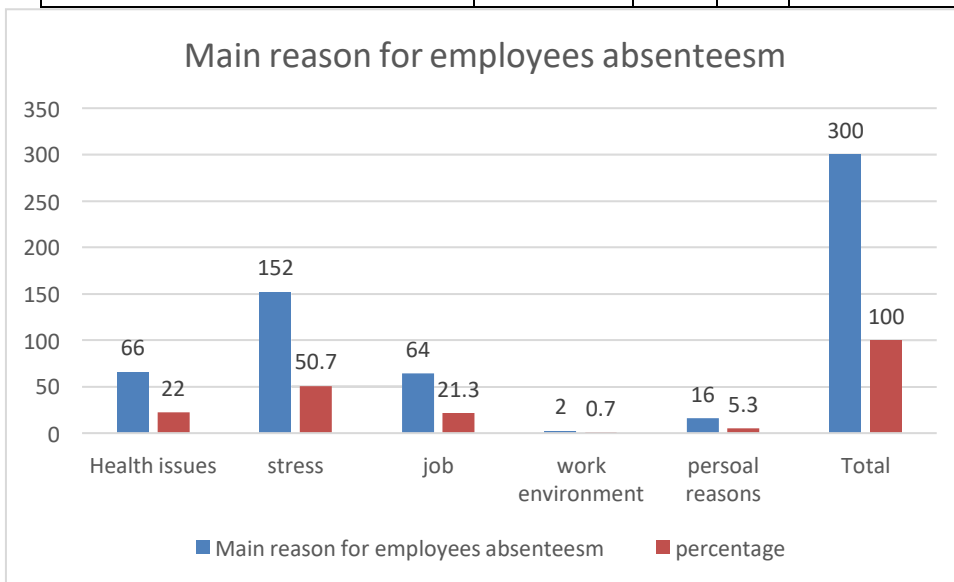
Interpretation: 49.3% of the respondents say that 0 leaves are sectioned per month. 39.3% of the respondents claim that 1 leave is sectioned per month, while 10% of the respondents say that 2 leaves are sectioned per month, on the other hand, 1.4% of the respondents say that 3 leaves are sectioned per month.

	Male	Female	Total
Gender	180	120	300
percentage	40	60	100



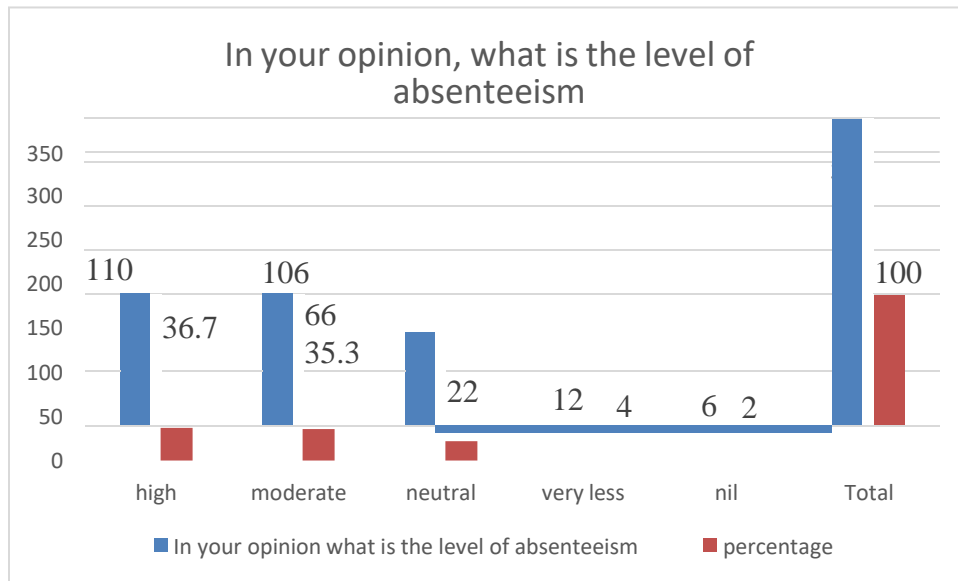
Interpretation: 40% of the respondents are Male while 60% of the respondents are Female.

	Health issues	stress	job	work environment	personal reasons	Total
Main reason for employee's absenteeism	66	152	64	2	16	300
percentage	22	50.7	21.3	0.7	5.3	100



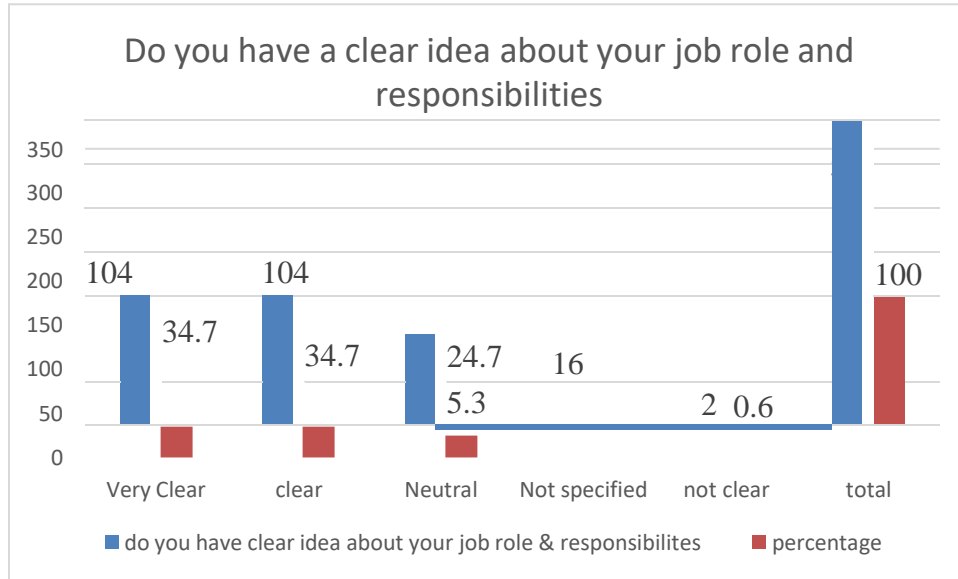
Interpretation: 22% of the respondents take a leave because of Health Issues. 50.7% of the respondents take a leave because of stress. 21.3% of the respondents take a leave because of their job. 0.7% of the respondents take a leave because of the work environment. 5.3% of the respondents take a leave because of personal reasons.

	high	moderat	neutra	very	ni	Tota
	h	e	l	less	l	l
In your opinion what is the level of absenteeism	110	106	66	12	6	300
percentage	36.7	35.3	22	4	2	100



Interpretation: 36.7% of the respondents say that the level of absenteeism is high, while 35.3% of the respondents say that is in the moderate level, on the other hand, 22% of the respondents say that it's neutral, however, 4% of the respondents say that it's less.

factors	Very Clear	clear	Neutral	Not specified	not clear	total
do you have clear idea about your job role & responsibilities		10				30
	104	4	74	16	2	0
percentage	34.7	34.7	24.7	5.3	0.6	100



Interpretation: 34.7% of the respondents say that they have a very clear view of their responsibilities, while 34.7% of the respondents say that they have a clear view of their jobs and responsibilities. 24.7% are neutral on the other hand, 5.3% of the respondents did not specify it, however, 0.6% of the respondents say that they are not clear about it.

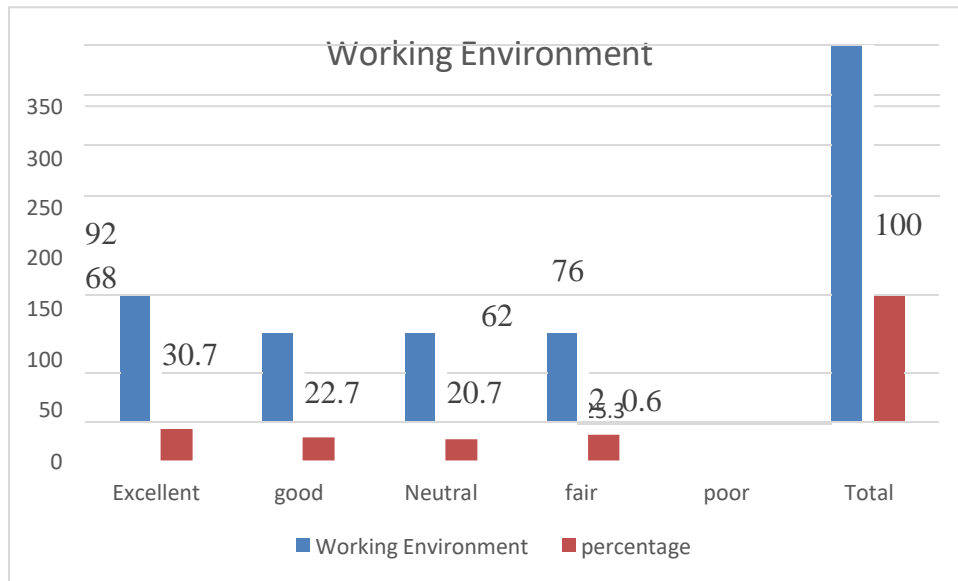
	highly satisfied	satisfied	neutral	dissatisfied	highly dissatisfied	
Job satisfaction	86	80	94	38	2	300
percentage	28.7	26.7	31.3	12.7	0.6	100





Interpretation: 28.7% of the respondents are highly satisfied with their job, while 26.7% of the respondents are satisfied, on the other hand, 31.3% are neutral, however, 12.7% of the respondents are dissatisfied, but 0.6% of the respondents are highly dissatisfied.

	Excellent	good	Neutral	fair	poor	Total
Working Environment	92	68	62	76	2	300
percentage	30.7	22.7	20.7	25.3	0.6	100



Interpretation: 30.7% of the respondents claim that their working environment is excellent. 22.7% of the respondents claim that the environment is good, while 20.7% of the respondents say that the environment is neutral. 25.3% of the respondents say that it's fair, on the other hand, 0.6% of the respondents say that it's poor.

**STATISTICAL ANALYSIS**

H0: There is no significant impact of age on the level of absenteeism. H1: There is a significant impact of age on the level of absenteeism.

	18-25	26-35	36-45	46-55	55 & above	total
Age of the respondents	220	60	16	4	0	300
Percentage	73.3	20	5.3	1.4	0	100

	high	moderate	Neutral	Very less	nil	Total
In your opinion what is the level of absenteeism	110	106	66	12	6	300
percentage	36.7	35.3	22	4	2	100

Age	no of respondents	no of respondents	Level of absenteeism
18-25	220	110	High
26-35	60	106	Moderate
36-45	16	66	Neutral
46-55	4	12	Very less
55 & above	0	6	Nil

t-Test: Paired Two Sample for Means

	<i>Variable 1</i>	<i>Variable 2</i>
Mean	60	60
Variance	8568	2468
Observations	5	5
Pearson Correlation	0.742857574	
Hypothesized Mean Difference	0	
df	4	
t Stat	0	
P(T<=t) one-tail	0.5	
t Critical one-tail	2.131846786	
P(T<=t) two-tail	1	
t Critical two-tail	2.776445105	

since p value is more than 0.05

$1 > 0.05$  we accept  $H_0$ .

Conclusion: There is no significant impact of age on the level of absenteeism

H0: Health issues, stress, job, work environment and personal reasons have no equal impact on Employee absenteeism.

H1: Health issues, stress, job, work environment and personal reasons have equal impact on Employee absenteeism

	Health issues	stress	job	work environment	personal reasons
<b>Main reason for employee's absenteeism</b>	<b>66</b>	<b>152</b>	<b>64</b>	<b>2</b>	<b>16</b>

t-Test: Paired Two Sample for Means

	<i>Variable 1</i>	<i>Variable 2</i>
Mean	60	0
Variance	3454	0
Observations	5	5
Pearson Correlation	#DIV/0!	
Hypothesized Mean Difference	0	
df	4	

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t Stat	2.282837962
P(T<=t) one-tail	0.042260805
t Critical one-tail	2.131846786
P(T<=t) two-tail	0.08452161
t Critical two-tail	2.776445105

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since p value is more than 0.05

0.0845>0.05 we accept Ho.

Health issues, stress , job , work environment and personal reasons have no equal impact on Employee absenteeism. It depends on individual employees attitude, thinking capacity and behaviour.

Ho: There is no significant effect of Gender on level of absenteeism  
H1: There is significant effect of Gender on level of absenteeism

	Male	Female	Total
Gender	180	120	300
percentage	40	60	100

	high	moderate	neutral	Very less	nil	Total
In your opinion what the level of absenteeism is	110	106	66	12	6	300
percentage	36.7	35.3	22	4	2	100

Gender& level of absenteeism	High	moderate	Low	Total
Male	56	61	63	180
Female	54	45	21	120
Total	110	106	84	300

The chi-square statistic, *p*-value and statement of significance appear beneath the table. Blue means you're dealing with dependent variables; red, independent.

<b>Results</b>						
	High	Moderate	Low			<b>Row Totals</b>
Male	56 (66.00) [1.52]	61 (63.60) [0.11]	63 (50.40) [3.15]			180
Female	54 (44.00) [2.27]	45 (42.40) [0.16]	21 (33.60) [4.73]			120
<b>Column Totals</b>	110	106	84			<b>300 (Grand Total)</b>

The chi-square statistic is 11.9286. The  $p$ -value is .002569. The result is significant at  $p < .05$ .

Conclusion : since  $p$  value is .002569 is less than 0.05 accept  $H_1$ . There is significant affect of

Gender on level of absenteeism

## FINDINGS OF THE STUDY

The ages between 18-25 are at a percent of 73.3%. The ages between 26-35 are at 20%. The ages between 36-45 are at 5.3%. The ages between 46-55 are at 1.4%.

2.7% of the respondents have done MBA. 45.3% of the respondents have done B.Tech and 52% of the respondents have done M.Tech.

12.7% of the respondents are married, while 87.3 are unmarried.

28.7% of the respondents income is less than 30k. 47.3% of the respondents income is 30k to 40k. 16% of the respondents income is 40k to 50k. 8% of the respondents income is 50k and above.

40.7% of the respondent's experience in the IT Sector is 0 – 1 yrs. 39.3% of the respondents experience is 1-2 yrs. 11.3% of the respondents experience is up to 3-4 yrs. 6.7% of the respondents experience is more than 5 yrs.

49.3% of the respondents say that 0 leaves are sectioned per month. 39.3% of the respondents claim that 1 leave is sectioned per month, while 10% of the respondents say that 2 leaves are sanctioned per month, on the other hand, 1.4% of the respondents say that 3 leaves are sanctioned per month.

40% of the respondents are Male while 60% of the respondents are Female.

22% of the respondents take a leave because of Health Issues. 50.7% of the respondents take a leave because of stress. 21.3% of the respondents take a leave because of their job. 0.7% of the respondents take a leave because of the work environment. 5.3% of the respondents take a leave because of personal reasons.

36.7% of the respondents say that the level of absenteeism is high, while 35.3% of the respondents say that is in the moderate level, on the other hand, 22% of the respondents say that it's neutral, however, 4% of the respondents say that it's less.

34.7% of the respondents say that they have a very clear view of their responsibilities, while 34.7% of the respondents say that they have a clear view of their jobs and responsibilities. 24.7% are neutral on the other hand, 5.3% of the respondents did not specify it, however, 0.6% of the respondents say that they are not clear about it.

28.7% of the respondents are highly satisfied with their job, while 26.7% of the respondents are satisfied, on the other hand, 31.3% are neutral, however, 12.7% of the respondents are dissatisfied, but 0.6% of the respondents are highly satisfied.

30.7% of the respondents claim that their working environment is excellent. 22.7% of the respondents claim that the environment is good, while 20.7% of the respondents say that the environment is neutral. 25.3% of the respondents say that its fair, on the other hand, 0.6% of the respondents say that its poor.

31.3% of the respondents say that the management behavior and attitude is excellent, 32% of the respondents claim that the behavior and attitude is good, while 20% of the respondents say that it's neutral and 16.7% of the respondents say that it's fair

32.7% of the respondents say that the facilities at the workplace are excellent, while 27.3% of the respondents say that it's good, on the other hand, 19.3% of the respondents claim that 20% of the respondents say that it's fair, but 0'7% of the respondents say that it is poor.

30.7% of the respondents say that their relationship with their peer groups is excellent, while 38% of the respondents say that it's good, on the other hand, 25.3% of the respondents say that it's neutral, however 6% of the respondents say that it's fair.

31.3% of the respondents claim that the relationship with their team heads is excellent, while 41.3% of the respondents claim that it's good, on the other hand, 16% of the respondents say that it's neutral, however, 11.4% of the respondents say that it's fair.

70.7% of the respondents say that it's sometimes hard to take permission for a leave, while 24.7% of the respondents say that it's rarely hard, on the other hand, 4.6% of the respondents say that it's never hard taking permission for the leave.

60% of the respondents say that the leaves are most availed in the morning, while 10% of the respondents say that the most availed is in the afternoon, on the other hand, 30% of the respondentssay that the leaves are most availed at night.

40% of the respondents claim that they have 0 leaves in a month, while 44.7% of the respondents say that they might take 1-5 leaves every month. 12% of the respondents say that they take 5-10 leaves per month, however, 3.3% of the respondents claim that they take above 10 leaves per month.

79.3% of the respondents say that they always get a chance to share, while 16.7% of the respondents say that they often get an opportunity to speak, on the other hand, 4% of the respondents say that they never get a chance to speak.

27.3% of the respondents say that they are highly satisfied with the solutions, given by the management, while 48% of the respondents are satisfied, on the other hand, 22.7% of the respondents are neutral, however, 2% of the respondents are dissatisfied.

42% of the respondents are highly satisfied, while 42.7% of the respondents are satisfied, on the other hand, 14% of the mare neutral, however, 1.3% of the mare dissatisfied.

## CONCLUSION



Absenteeism can be reduced to a great extent if the management takes the initiative in making the workers feel responsible towards their job. Though their focus is behind the punctual employee is their financial motive. A deep sense of loyalty can be achieved from the workers. Management theory provides scientific techniques to deal with various problems. Absenteeism is the universal problem, and every organization should strive to tackle the problem for future development.

### SUGGESTIONS

**Offer Incentives:** Offering incentives helps employees stay motivated and reduces needless absences. The effectiveness of incentives like two hours of bonus pay for each month of effect can be significantly increased.

**Employee Assistance Program me:** If you bring up an employee's frequent absences and learn that it is because of personal issues, suggest that they contact the EAP.

**Sickness Reporting:** Inform workers that they must call in as soon as possible to let you know why they won't be able to come to work and when they plan to return.

**Return to Work Interview:** Make sure that an employee has a "return to work interview" when they start working again.

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