

Study on Work Life Balance

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Abstract--- *Work-life balance is a concept that supports the efforts of employees to split their time and energy between work and the other important aspects of their lives. Work-life balance is a daily effort to make time for family, friends, community participation, spirituality, personal growth, self-care, and other personal activities, in addition to the demands of the workplace.*

Work-life balance is assisted by employers who institute policies, procedures, actions, and expectations that enable employees to easily pursue more balanced lives. The pursuit of work-life balance reduces the stress employee's experience. When they spend the majority of their days on work-related activities and feel as if they are neglecting the other important components of their lives, stress and unhappiness result. Work-life balance enables employees to feel as if they are paying attention to all the important aspects of their lives.

Work life balance refers to maintaining the balance between responsibilities at work and at home. Work life balance is one of the most challenging issues being faced by the employees in the 21st century because of the type of roles they play at home and the spill over of personal life over work life. It has become a common phenomenon that majority of the employees, especially the knowledge workers, are working harder and longer ever before. As a consequence, they find it difficult to achieve work life balance.

Keywords--- *Work Life Balance.*

I. INTRODUCTION

WORK-LIFE balance is creating and maintaining encouraging and healthy work environments, which will facilitate to have balance between work and family responsibilities and thus strengthen employee faithfulness and productivity. Today's employees have many challenging responsibilities such as children, work, housework, volunteering, elderly parent care and spouse and this places stress on families, individuals and the community in which they live. Work life conflict is a serious issue that impacts workers, their employers and communities. Long work hours and highly stressful jobs not only obstruct ability to synchronize work and family life but also are related with health risks, such as increased smoking and alcohol use, weight gain and depression. Work-life conflict has been associated with numerous physical and mental health implications.

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Technology has enhanced people's lives in a lot of different ways. People can live healthier, longer lives because of technological advancements. A student can access enormous resources of information to complete their assignments and a mother can talk to a daughter who is thousands of miles away. The developments in the way people access information, converse with one another, and absolute tasks have allowed for flexibility in the workplace. Global markets have opened up and communication has allowed instantaneous access to local expertise, facilitating income streams and relationship building anywhere in the world.

With email, instant messaging, texting and fax, people can communicate immediately. With the advancement in laptops, smart phones and tablets, employees are able to leave their office but still have to do their work. This has made more employees to bring their work to home with them.

Technology also given a space to some employees to work from home without going to office and they ever have to visit their office. While telecommuting eliminates the need to go to the office, the capacity to work from home can make work more a person's life. What was once a forty hour a week job can easily become a sixty hour a week job. The person in this juncture will be both stressed and less effective professionally.

II. LITERATURE REVIEW

Andrew Soergel (2015) his survey on work life balance had 12000 workers from eight economies around the globe. The finding of the survey showed that a third of the workers find it difficult in maintaining a healthy work life balance. Nearly 50% the worker in who were surveyed in Germany have stated that maintaining work life balance has become tougher from 2009 onwards, similarly less than half of Japanese workers and two-third of UK workers said that that work life balance was getting tougher. Only 24 percent of the US workers said the same time that work life balance is getting tougher. Of the eight countries surveyed, it was found that only 16 percent of the workers belong to china said that WLB was becoming tougher when compared with countries.

Anuradha and Mrinalini Pandey (2015) they have stated that in the twenty first century the important issue which has to be considered is work life balance. Work and life are interconnected and interfere with each other like two sides of a coin. High work demands hinder the family life and similarly, high family responsibilities hinder the employees work life. This brings conflict and also affects the employee performance both in the work and family. The current trend shows that organizations have started to show interest towards the work life balance of the respondents by means of introducing strategies which helps the employees to cope with their work and family life. The present study was done to

explore the WLB practices among the public sector undertakings and their impact on organizational performance. The findings shows that public sector undertakings have understood that WLB have a statistically significant impact on the organizational performance.

Kathleen Farrell (2015) this study explores the link between the life work balance and other HRM practices like benefits and work flexibility. It was found that educational reasons and leisure time needs had statistically significant impact on work life balance. The study concluded that the management must provide adequate support and assistance to their employees, which will help the organizations to acquire a greater work life balance of their employees and improve the efficiency and productivity of organization.

Harshada Mulay (2014) their study result show that 80% of the employees stated that the programs offered helps to improve their work life balance and none of them had disagreed with this perception. It can be inferred that the policy framed by the company is satisfactory. The findings show that 55% of the respondents stated that an open door communication was adopted by their team leaders for any process and most of the employees stated that frequent meetings were conducted in connection to the work load and schedule which helped them to have a balance between work and life. Nearly two third of them have stated that they get enough time for leisure time activities. From this it is inferred that the company policies and the supervisor's role plays an important part in maintaining the work balance of the employees.

Manisha Purohit. (2013) the findings of the study reveals that 30 percent of the companies had work life balance related policies as part of the policies concerning employees. Mostly, HR and welfare departments are engaged in implementing employee well-being initiatives. Work life balance initiatives in few companies are been exercised through employee engagement teams. Three-fifth of the respondents (60%) has stated that they have adequate work-life balance initiatives were in their organizations and 56.7 percent felt that work life balance initiatives was accessible to all employees in the organization. But only 50 percent of the employees were utilizing the work life balance initiatives provided in the organization

III. WAYS TO ENCOURAGE WORK/LIFE BALANCE

- Management support for work/life balance is critical, and it must come from the top. Too often, the perception that hard work is the only way to rise in a company keeps employees at the grindstone, working themselves into illness. Top executives can set examples of good work/life balances and make it known that the same is expected from rank-and-file employees.
- Surveys of employees' work/life issues can help a company understand workers' needs and design appropriate policies to meet them.
- Set prioritize for all work
- Train line managers to recognize signs of overwork. Supervisors can spot increasing error rates, absenteeism and signs of stress-related burnout more easily than anyone else in the organization.
- Seminars on work/life balance can help employees understand its importance and find ways to achieve it. Such seminars teach employees how to better manage their workloads, eliminate unproductive work habits, get sufficient exercise and negotiate more flexible work conditions that meet their needs.
- Flextime is one of the most useful tools in helping workers achieve a good work/life balance. Companies should identify which jobs lend themselves to flexible work scheduling and implement formal policies for coordinating flexible schedules with all employees
- Telecommuting is a way for employees to work from home while taking care of a sick or dependent family member. It also cuts down on stress and unproductive time due to a commute. Studies have shown that telecommuters can be 30 percent more productive than their office-bound counterparts. Many companies are implementing formal telecommuting programs on an as-needed or permanent basis.
- Job sharing can keep two valuable employees busy while reducing work-related stress. In a job-sharing arrangement, two workers work part-time and share the workload of one job. Careful coordination between the two workers, their supervisor and their co-workers is necessary to make job sharing work.
- Encourage the use of vacation and sick-leave time. Supervisors should advise employees to use their vacation and sick-leave benefits when signs of burnout or illness arise. Companies can implement use-it-or-lose-it
- A formal leave policy for employees with dependents
- Paid childbirth or adoption leave gives women and men the flexibility to keep their jobs while attending to a new addition to the family.
- Limit how often employees take work home.
- Some companies allow employees to take leave for community service. These firms recognize that employees obtain life satisfaction from projects or work outside of their regular jobs.
- "Bring-your-kids-to-work day" is a way to get employees' families involved in their work lives. The opportunity to share a day of work with children is a benefit that many employees appreciate.
- Sponsoring employees' family-oriented activities is another way to combine work and life. Sporting events, excursions to amusement parks and fishing trips etc.
- Companies need to promote their work/life-balance policies year-round-not just in employee orientations and handbooks. Frequent, positive communication of these benefits reinforces management's commitment to help workers achieve work/life balances and gives employees the feeling that it is OK to live a little.

IV. CONCLUSION

Work-life balance is a concept that supports the efforts of employees to split their time and energy between work and the other important aspects of their lives. Work-life balance is a daily effort to make time for family, friends, community participation, spirituality, personal growth, self-care, and other personal activities, in addition to the demands of the workplace.

Work-life balance is assisted by employers who institute policies, procedures, actions, and expectations that enable employees to easily pursue more balanced lives. The pursuit of work-life balance reduces the stress employees experience. When they spend the majority of their days on work-related activities and feel as if they are neglecting the other important components of their lives, stress and unhappiness result. Work-life balance enables employees to feel as if they are paying attention to all the important aspects of their lives.

Balancing the responsibilities of work and home is an ongoing battle for most employees who are busier than ever and trying to coordinate work and personal schedules can be a struggle. Employees will respect an employer that allows more flexibility in dealing with the everyday demands of life. An organization that supports a healthy work-life balance can benefit not only the employee, but the employer as well.

Many professionals identify work-life balance as a top contributor to their job satisfaction. Supporting employees in their efforts to achieve this balance will help to boost productivity and loyalty. Allowing more flexible work schedules can result in employees that are more engaged and motivated. This allows employees more time to address personal life matters outside of work so they are not preoccupied during work.

Achieving a work-life balance for employees can also help reduce turnover. According to a recent survey by Hay Group, 17 percent of employees in organizations that support work-life balance plan to leave their jobs within the next 2 years, compared with 27 percent of employees in organizations where work-life balance is not supported. The survey also found that supporting a work-life balance also increases the employer's ability to recruit top talent and there is greater satisfaction with compensation.

The concept of work life balance has attracted the attention of not only different organizations but also researchers and HR practitioners. This mainly could be attributed to ever increasing demands of work along with increased family demands owing to the necessity of spouses to be employed and quest for personal achievements in personal life.