



NEW EMPLOYEES PERCEPTION OF ORIENTATION
PROGRAMS: A CASE STUDY AT POLITEKNIK KOTA
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CHAPTER 1

1.0 INTRODUCTION

Orientation Programs can be defined as the programs that implemented by the organization or group for the new comers in their organization or team. This program is more on how to tell and show the new comers about all aspects in the organization. According to Bohlander and Snell (2004) stated orientation is a formal process of familiar to the new employees with the organization about their jobs and their work unit.

Orientation is the process that is use for welcoming a new employee into the organization. New employee orientation, often spearheaded by a meeting with the Human Resources department, generally contains information about safety, the work environment, the new job description, benefits and eligibility, company culture, company history, the organization chart and anything else that relevant to working in the new company.

New employee orientation often includes an introduction to each department in the company and on-the-job training. New employee orientation frequently includes spending time doing the jobs in each department to understand the flow of the product or service through the organization.

Nowadays, an orientation program that exists and created in the organization tends to make the new employees achieve organizational goals and change their perception about the organization and achieve their aims whether in giving services and or serving the public.