Role of a Manager

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WHAT A MANAGER DOES?

• ROLES OF A MANAGER
  – Achieve objectives through and with people
  – Identify and utilise resources – Optimum
  – Plan, Analyse, Interpret, collaborate
  – Educate, problem solver
  – Communicator, build team
  – Change agent, chief executive
• **Formal authority**

**Interpersonal roles**
- Figurehead
- Leader
- Liaison

**Information Roles**
- Monitoring
- Disseminator
- Spokesman

**Decisional roles**
- Entrepreneur
- Disturbance handler
- Resource allocator
- Negotiator
TIME SPENT IN CARRYING OUT MANAGERIAL FUNCTIONS
Top Level

<table>
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<tr>
<th>Technical Skills</th>
<th>Human Skills</th>
<th>Conceptual and Design Skills</th>
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Supervisory Level
Systems Approach to Management

EXTERNAL ENVIRONMENT

INPUTS
Human, Capital, Managerial, Technological, Goals

Planning
Organising
Staffing
Leading
Controlling

OUTPUTS
Products, Services, Satisfaction, Goal integration, Profits, etc.

EXTERNAL environment
-opportunities
-threat