

Institute of Engineering JIWAJI UNIVERSITY



Presentation On
LEVELS OF MANAGEMENT
BE 8sem UNIT-I (EL-8103) Electronics

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☐ LEVELS OF MANAGEMENT

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INTRODUCTION

- Differentiation among various administrative positions in an organization.
- It may increase as and when the size of the organization increases and vice versa.

INTRODUCTION

□ Determines

- Chain of control
- Power Authority
- & Position
- i.e. given to any management role to an individual in an organization.



Levels of Management

TOP LEVEL MANAGEMENT

- It is also known as managerial Management.
- Every manager has a distinct role
All managers take decisions.
- Some managers take more important decisions than others.

TOP LEVEL MANAGEMENT

- Which have a greater impact on the entire organization.
- Management actually is itself divided into levels.
- Each level of hierarchy has got specific roles.

TOP LEVEL MANAGEMENT

- A level of
 - ✓ Authority,
 - ✓ Responsibility,
 - ✓ Accountability and
 - ✓ deliverables.
- Decision-making therefore is of different levels of complexity.

TOP LEVEL MANAGEMENT

- and impact at the different levels of management.
- This level consists of the board of directors and managing director.
- It is the supreme source of power.

TOP LEVEL MANAGEMENT

- Since it manages the policies and procedures of an entity.
- Their main responsibility lies in planning and coordinating.

TOP LEVEL MANAGEMENT

- ❑ It is at this level that all the objectives and major policies are laid down.

- ❑ Instructions for preparing
 - Budgets for various departments,
 - Schedules
 - and policies.

TOP LEVEL MANAGEMENT

- Preparation of premeditated plans and policies are done at this level.
- Appointment of executives at central level or departmental heads.

TOP LEVEL MANAGEMENT

- Board of Directors accountable towards the shareholders.
- For performance of the organization.

MIDDLE LEVEL MANAGEMENT

- It is also known as Executive.
- Accountable to the top management.
- Under the directional and managerial functions of an organization.

MIDDLE LEVEL MANAGEMENT

- Policies and plans as per the directives of the top management.
- Preparing plans for the sub units of their respective departments.
- Activities within the department.

MIDDLE LEVEL MANAGEMENT

- Assessment of performance of junior managers.
- Timely and important reports or data to be sent to the top management.

BOTTOM LEVEL MANAGEMENT

- Supervisory or Operational.
- Supervisors, foremen.
- Handing over jobs or responsibilities to a variety of workers.
- Responsible for quality and amount of production.

BOTTOM LEVEL MANAGEMENT

- Guidance towards day to day activities of the organization.
- They act as mediators in communicating the problems of workers.
- Undertake recommending solutions to higher level of organization.

BOTTOM LEVEL MANAGEMENT

- Role models for the workers.
- uphold discipline
- stock of the machines
- and material required
- for the work to be done.

THANK YOU