

## Organizations Should Maintain Employee's Work-Life Balance



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**ABSTRACT:** The scope of the current study is to determine the challenges of employees in between work-life and personal life balance. Organizations should prioritize and maintain employees' work-life balance. Work-life balance refers to the equilibrium between an employee's work responsibilities and their personal life, including family, hobbies, and personal well-being. When employees have a healthy work-life balance, they experience less stress and improve their working skills to achieve the targets, and this well-being leads to improved mental and physical health as well as work productivity. This descriptive research approach surveyed by 67 responses as simple random technique, provides a significant result toward organizations that they should maintain employee's work-life balance. The research finds that organizations that prioritize work-life balance are more likely to attract and retain top talent. By the managing time, regular assessment and adjustment in work-life balance initiatives, organizations can enhance their employer brand and improve employee retention rates. Work-life balance allows employees to have time for personal pursuits and interests outside of work which can contribute to their creativity and innovation. When employees have a healthy work-life balance, they are more likely to have positive relationships with their colleagues and supervisors. Improved relationships can lead to better teamwork, collaboration, and a more positive work environment.

**KEYWORDS:** Work-life balance, set clear boundaries, manage time effectively, regularly assess and adjust

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### INTRODUCTION

To grow in organization, working long hours and solving difficult challenges is essential. Sometime routine of life is very exciting and engaging, but on other days, it is tough and demanding. Many people face difficulties facing their personal and professional lives. Whether we live simply to work or work to live is a common question. Perhaps both statements are correct; the two most crucial aspects of a working person's life, according to scholars, are job and family (Greenhaus, et al. 2003). Employee who works for an organization wouldn't want to devote their entire lives to their careers at the expense of their personal lives. He would rather strike a careful balance between the two in order to live a happy, healthy, and productive life. The task of balancing work with personal life is one of the most pressing challenges for employees (Valcour, 2007). According to research, employees who have a healthy work-life balance (WLB) are more satisfied with their employment and work considerably better. Additionally, these professionals are perceived as being engaged and devoted to their organizations (Igbinomwanhia, et al. 2012). Achieving WLB can sometimes involve making career trade-offs, such as reducing working hours or declining promotions that require increased time and commitment (Sukirti, et al. 2023). The rise of technology has made it difficult to disconnect from work, as employees are constantly connected through smartphones and email. Organizations can encourage employees to establish clear boundaries between work and personal life, such as promoting after-work email policies and respecting employees non-working hours (Sukirti, et al. 2023). People still face problems maintaining work-life and personal life, despite much research on WLB (Powell et al., 2019). Heavy workloads and unrealistic deadlines can make it challenging to balance work and personal life (Lowe, 2006). Poor communication and feedback can lead to increased stress and uncertainty, making it harder to maintain a work-life balance. Ultimately, achieving WLB requires a joint effort between employees and organizations. While individuals need to prioritize their well-being and set boundaries, organizations play a crucial role in creating a supportive work environment that values WLB and provides the necessary resources and policies to help employees achieve it. Therefore, the goal of this study is to conduct a complete assessment of the WLB literature, identify any knowledge gaps in the domain of work-life balance and personal life, and provide recommendations for future research. In order to achieve this goal, a study of the work-life balance literature from 1991 to 2023 has been conducted.

Question: How does an organization maintain employee work-life balance?

## Organizations Should Maintain Employee's Work-Life Balance

### DEFINING WORK LIFE BALANCE

Work-life balance refers to the stability between the time, energy, and attention individuals allocate to their professional commitments and personal lives, including their family, social activities, hobbies, and personal well-being. It emphasizes the need to achieve a symphonic and satisfying integration of both work and personal aspects of life. The perception of work-life balance recognizes that individuals have responsibilities and aspirations beyond their work. It highlights the significance of maintaining a healthy and fulfilling personal life alongside one's career or professional pursuits. Being able to balance work and life is a personal goal that changes from person to person based on preferences, priorities, and life circumstances. For many reasons, maintaining a work-life balance is important. It promotes physical and mental well-being, reduces stress and burnout, enhances productivity and job satisfaction, and strengthens personal relationships. Defining limits, being efficient with time management, prioritizing tasks, and making deliberate decisions are all part of achieving work-life balance, which requires giving both work and personal life the attention and care they need.

### LITERATURE REVIEW

#### *Organization and Employee's work-life balance:*

When developing policies, rules, and regulations for managing WLB, organizational elements related to workers and dealing with their different WLB activities include those that relate to organization design (Kar & Misra, 2013; Sukirti, et al., 2023). Organizational aspects and their effects on the employee's WLB have occurred systematically discussed in this review. Work-life balance and organizational policies related to work-life balance can be obtained from the organization (Jenkins & Harvey, 2019). Employee-friendly procedures had a positive effect on WLB (Berg et al., 2003). In addition, only a small number of IT sectors offered flexible scheduling, work-from-home options, and childcare services (Downes & Koekemoer, 2012). Galea et al. (2014) stated that there is industry-specific subtlety. Organizational expectations and work-life balance demands to employees to multitask, which leads to role overload (Bacharach et al., 1991).

The increased workload and deadline pressure had a negative impact on WLB (Allan et al., 1999; Sukirti et al., 2023). It is challenging to manage work and personal life because of the limited time frames (Jenkins & Harvey, 2019). According to Haar et al. (2019), job demands had a detrimental impact on WLB. hours worked and work-life balance. The percentage of personal time taken up by work does increase (Haar et al., 2019). This leads to the depletion, undernutrition, or neglect of certain crucial areas of their life (Hughes et al., 2018). As a result, workers have less free time for "quality" personal time (Jenkins & Harvey, 2019). Work-family policies and work-team structures operate in concert to increase organizational productivity (Johari et al., 2018). According to Jackson & Fransman (2018) and Sukirti, et al. (2023), improved WLB results in higher staff productivity. The working environment of a company has a big impact on WLB (Thilagavathy & Geetha, 2021).

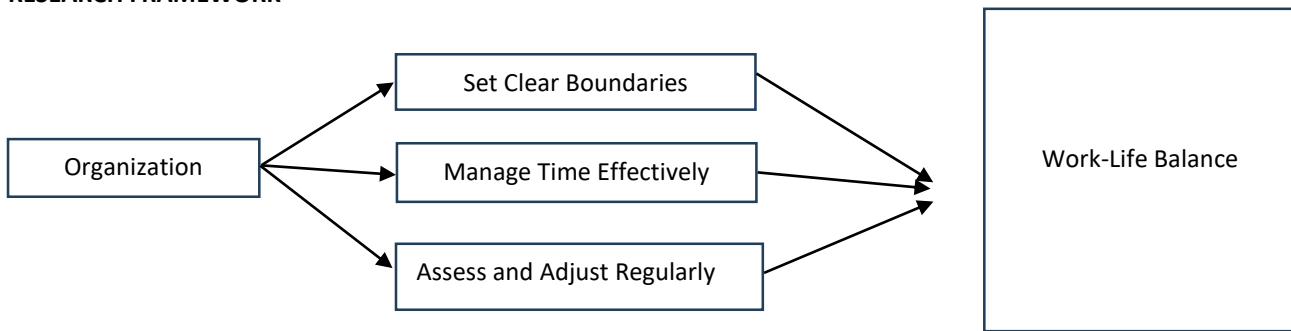
According to Jones et al. (2019), increased work and non-work demands cause professional burnout, which has a detrimental impact on employee and WLB well-being. (Ehrhardt & Ragins, 2019; Yadav & Sharma, 2021) Support from coworkers, managers, and the institution's leader positively predicted WLB. (Haar & Roche, 2010; Sukirti, et al., 2023; Thilagavathy & Geetha, 2021) have all found that the policy of family-supportive organizations has a favorable impact on WLB. According to the Fontinha et al. (2019) that WLB favorably impacted by employee opinions of their work, the workplace, management, and organization. To fully benefit from WLB policies, employees must be conscious of their presence (Matthews et al., 2014). According on the employee's background, their judgment of the need of WLB rules varies (Kiburz et al., 2017). According to Bailey (1993; Sukirti, et al. 2023), work-life balance and job autonomy are both characterized as the degree of flexibility an employee has over their work and working schedule. Employees can reconcile the conflicting demands of work and life thanks to autonomy and flexibility, claim Ahuja and Thatcher (2005). (Johari et al., 2018) Job autonomy will improve WLB.

In arguing with Brough et al. (2014), job satisfaction drives task completion and employee's intentions to stay on the job. Job satisfaction increased by employee's favorable attitudes toward their work (Singh et al., 2020; Yadav & Sharma, 2021). According to Jackson and Fransman (2018), there is a relationship between WLB and work satisfaction. Organizational commitment defined by Alvesson (2002) as just and reciprocal social trade. Emre & De Spiegeleare (2019) stated that WLB made a favorable prediction about organizational commitment. Loyalty and commitment are improved when a business offers work-life policies (Callan, 2008; Sukirti, et al., 2023). Utilizing WLB policies enables one to balance obligations to one's family and employment. Although the existence of WLB policies, Adame-Sanchez et al. (2018) found that adoption rates are very low and frequently lag implementation. Employees think that using the WLB policy may have a detrimental effect on their opportunity for promotion and performance evaluation (Bourdeau et al., 2019). Uses of WLB policies as a result occasionally (Dave & Purohit, 2016). According to Fontinha (2017), inaccessible, aggressive, and unaccommodating workplace culture, this leads to unproductive behavior at work and conflict between work and family (Alexandra, 2014). As a result, increasing evidence points to a detrimental component of WLB policies, while these findings remain dispersed and fragmented (Perrigino et al., 2018). WLB policy implementation is heavily influenced

## Organizations Should Maintain Employee's Work-Life Balance

by organizational culture (Callan, 2008; Dave & Purohit, 2016).

### RESEARCH FRAMEWORK



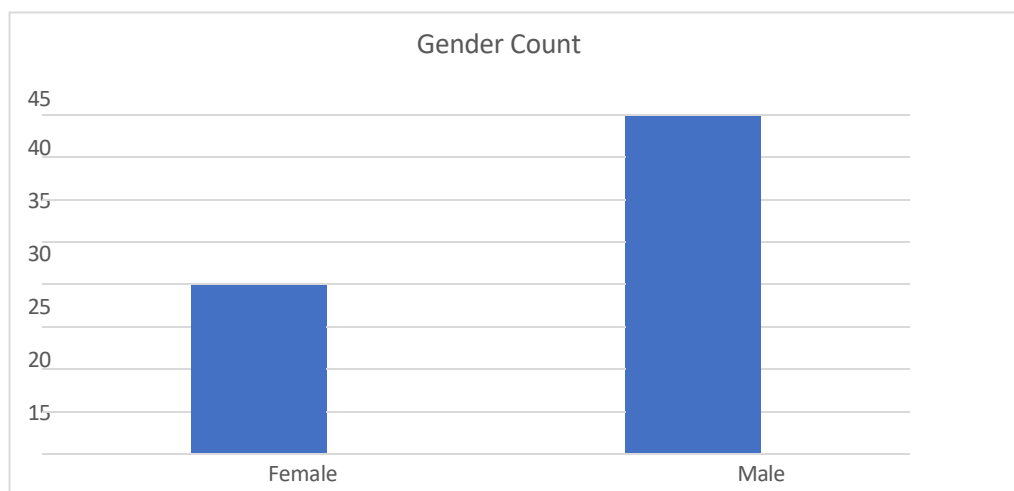
### RESEARCH AND METHODOLOGY

The research design refers to a strategy for a study that directs attention toward its objectives. With the use of a design questionnaire, the survey research is chosen as descriptive research data in the current study, which employs a descriptive research design, also known as a statistical research design. Random sampling is used to acquire first-hand information using a structured questionnaire. Surveys with questionnaires are used to collect primary data. Future performance can be supported by using a work-life balance. The study population was all current employees who working in any organization male and female both, total response was 67 employees.

### RESULTS

For work-life balance, the results of research has positive impact by an organization maintaining to employee work-life balance. Employees must be aware of their work responsibilities and personal life. Different work-life balance policies are seen as necessary in the organization depending on the employee's background. Employee perceptions of their position, work environment, supervision, and organization all had a favorable impact on work-life balance.

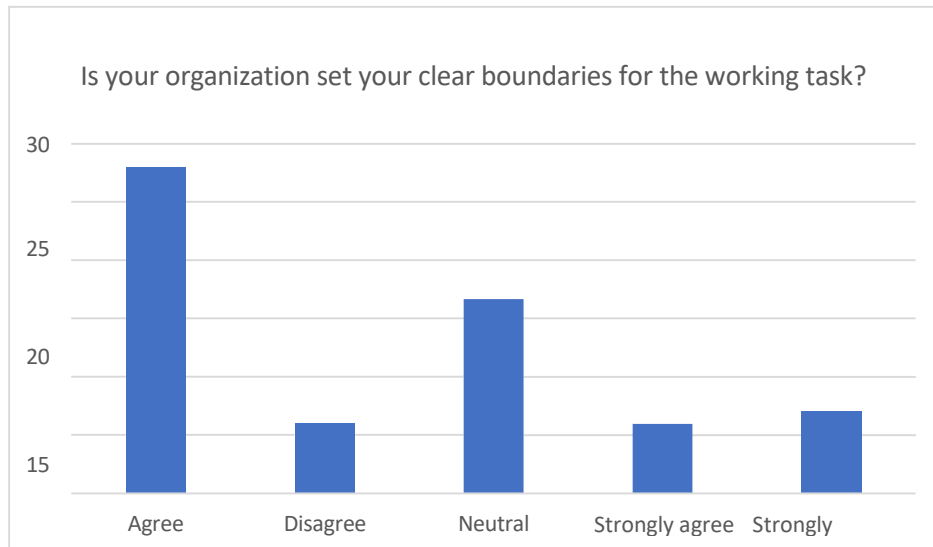
#### RESULT-1



**Results-1:** When measuring the organization and work-life balance, multiple-choice questions are used to measure comprehension. The questions are quite detailed, and the participant is given a scale to utilize. The balance survey questionnaire for our own internal check and balance procedure, for a better understanding of the organizational environment, the study considered both, male and female. The male-to-female ratio was addressed in this study because males have many income-related commitments, and women now engage equally in each sector and must handle responsibilities at home and at work for both men and women. Work-life balance is a significant aspect for both men and women.

## Organizations Should Maintain Employee's Work-Life Balance

### RESULT-2



**Result-2:** The results of clear boundaries are substantial; in the graph above, 48.2% of respondents say that organizations provide a clear border for work and their duty in the organization. 26.5% of employees are unconcerned. 8.7% of employees strongly disagrees. 10% of people disagree 6.6% of employees strongly agree. 48.2% of participants say that they create a clear boundary for the working task. This study demonstrates that the findings are critical to the continuation of WLB.

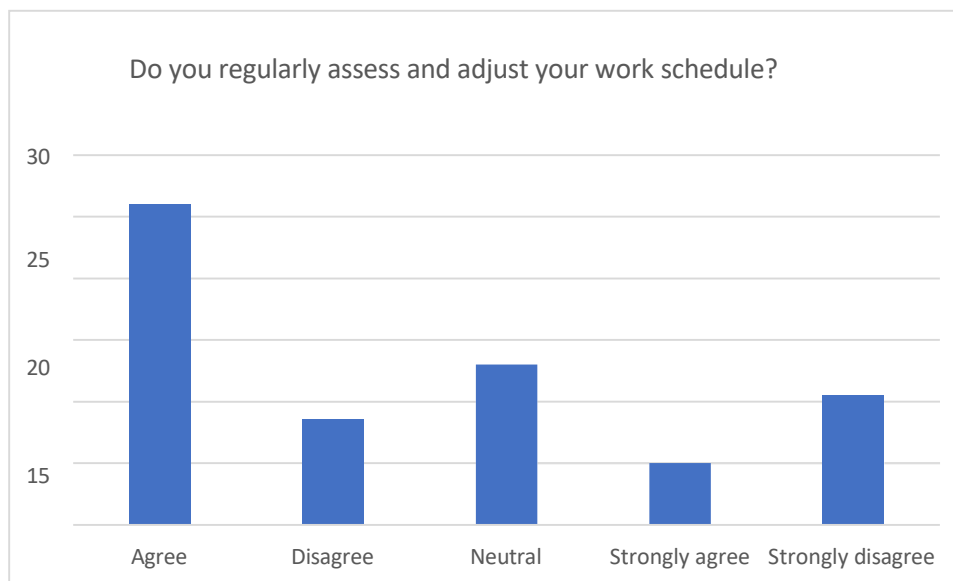
### RESULT-3



**Result-3:** The result of managing time effectively is an essential aspect the work-life balance, which this study wants to clarify in current research. Work-life balance also strongly influenced by how effectively employees given consideration throughout their working hours in the organization with time management. 88.3% of respondents say they are happy with their jobs. Working time management is a crucial component of work-life balance, thus they are an issue for organizations and assist keep employees' work-life balance in check. However, 11.7% of individuals are not content with the managing time effectively they are required to work.

## Organizations Should Maintain Employee's Work-Life Balance

### RESULT-4



**Result-4:** The results of regularly assessing and adjusting working schedule are significant, in the findings of regularly assess and adjust in the graph shown that in organization 53.1% employees are agree. 19.7% of employees given their opinion neutral. 11.2% employees given opinion as disagree. 16% of employees given their opinion about strongly disagree majority, 53.1% of people that they are regularly assessing and adjusting their working schedule as per organization working task. This result is a very important part of the workplace method. In maintaining work life balance regularly assessing and adjusting schedule is very important if employee is set their schedule is easy to maintain work life balance in organization.

#### **Work-Life Balance and Personal Life Boundaries:**

According to the current research, there is no perfect stability to aim for considering that all employees has a different personal life and set of professional goals. The important is that to sustaining a healthy work-life balance. This article also converses several strategies or methods for achieving work-life balance. Achieving a balance between work and personal life is increasingly important since every one of us has a different personal life and set of professional goals. This essay also addresses methods for attaining work-life balance, such as setting up clear boundaries (Husna Hasan & Muafi, 2023; Joplin et al. 2003). The growing interest in personal life and family values, as well as international competitiveness, has a significant influence on the significance of and interest in work-life balance. Work-life balance, individual impact, specific compensation considerations, and suggestions— To maintain the success there is a need of one's equilibrium—financially, emotionally, and mentally—oftentimes puts people in difficult situations. Family responsibilities, self-respect, independence from others, and a sense of belonging all engage and lead to role conflict, ambiguity, and mental stress, which leaves the individual feeling frustrated and depressed (Husna Hasan & Muafi, 2023). This emphasizes the value of maintaining a healthy work-life balance. Extra work load and more family demand lead to poor physical, psychological, and emotional well-being (Jensen, 2017). There is a concern to employers as this leads to reduced productivity and increased absenteeism (Jackson & Fransman, 2018).

#### **Work-life balance and Manage Time Effectively:**

Organizations should offer flexible work schedules, where workers can work a range of hours or days rather than a typical nine-to-five workday, was the second most sought benefit in the poll to encourage work-life balance (Husna Hasan & Muafi, 2023). Many workers choose to start work earlier when their children were in school so that they could leave in the early afternoon. They understood the importance of giving them this option to improve work-life balance and a peaceful lifestyle via organizing. The companies stated that employees might work remotely a day in a week so that can have flexible hours the other four. Organizations that manage employees' working hours then work-life balance are more likely to retain top talent. In today's challenging job market, employees seek organizations that value their personal well-being and provide flexibility. Emphasizing work-life balance helps create a positive employer brand and improves employee retention rates (Ashie, 2021).

#### **Work-Life Balance and Regularly Assess and Adjust:**

Prioritizing work-life balance demonstrates a genuine concern for the well-being of employees. It acknowledges that employees have personal lives, families, and responsibilities outside of work. Supporting a healthy balance helps reduce stress, burnout, and

## Organizations Should Maintain Employee's Work-Life Balance

other negative impacts on mental and physical health. When employees have a better balance between work and personal life, they tend to be more productive (Sukirti, et al. 2023). When employees assessing and adjusting their schedule regularly according to the work requirements, they can balance their personal life, recharge, and engage in activities outside of work that can boost creativity, motivation, and overall job satisfaction (Husna Hasan & Muafi, 2023). Employees who feel supported to maintaining a healthy balance are likely to bring their best selves to work. A regular assessment for employees produces a healthy work-life balance and fosters higher levels of employee engagement. The organizations support in daily adjustment for work, employees are more committed, loyal, and willing to go the extra mile. When employees feel their personal lives are respected, they are more likely to be emotionally invested in their work and feel a sense of fulfillment (Ashie, 2021).

### Future Research gap

The current research reviewed literature with lack of individual elements Work-life balance and shortcomings in corporate policy. According to the findings of the literature review, the effect of employee training and experience on their WLB had not been explored. A study of the literature indicated that the relationship between income and WLB had not been investigated. There has been no research into the impact of domestic aid on WLB. Numerous studies have been undertaken in developed countries such as the United States, the United Kingdom, Europe, and Australia. On the other side, rising and developing countries have very few research publications.

### SUGGESTIONS

To establishing boundaries between work and personal life organizations needs to adjust employee flexible working hours and organizations should define specific working hours and try to give them flexibilities to improve a quality of work, avoiding excessive overtime or taking work home. Communicate these boundaries to colleagues and family members to manage expectations. Identify the most important tasks and focus on those that align with your goals and values. Delegate tasks whenever possible to reduce the workload and create more time for personal activities. Organizations play a crucial role in supporting work-life balance by implementing the policies of time management and daily assessment work schedule and practices that facilitate flexible work arrangements, promoting a healthy work culture, and fostering an situation where employees can fulfill their personal obligations without compromising their professional success.

### CONCLUSION

Employees often face the pressure to work long hours, leading to burnout and neglect of personal life. Organizations can promote reasonable working hours, set clear expectations for workloads, and discourage a culture of overwork. Organizations that set work boundaries and long working hours, have a culture to avoid presenteeism, or place, excessive demands on employees without considering their personal lives can make it difficult for individuals to achieve work-life balance. Organizations need to establish a culture that has proper work boundaries and values work-life balance and promotes flexibility and can help address this challenge. Organizations that have rigid work schedules, limited remote work options, or lack strategies that sustenance work-life integration can impede individuals' ability to balance their personal and professional responsibilities. Providing a better time management schedule for flexible work activities, such as remote work options or flexible hours, can assist employees in managing their work-life balance more effectively. Organizations should ensure that workloads are manageable and reasonable, consider hiring additional staff when necessary, and provide resources and support to help employees cope with job demands. Organizations should promote a healthy work culture that values work-life balance, encourages self-care, and rewards productivity rather than the sheer number of hours worked. Organizations can play a vital role in supporting employee well-being by offering wellness programs and daily assessment and adjustment according to the work requirements, the daily assessment and adjustment is crucial for mental health and promoting a healthy work environment. Encouraging breaks, vacations, and providing access to resources like counseling services can contribute to employees' overall work-life balance. Organizations should foster open communication channels, provide regular feedback to employees, and ensure that expectations and priorities are clearly communicated.

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