



# Effective Hybrid Workplace: Benefits and Challenges

Raval Muskan\*

Student-M.Com, Faculty of Commerce

Dr. Ajay Trivedi\*\*

Dean, Faculty of Commerce Parul University

## **ABSTRACT:**

Recent Businesses have adopted Employees who are starting to see the benefits of having more flexibility in their working hours and locations as virtual work technology has advanced amazingly quickly. As leaders accept a once-in-lifetime opportunity to rest work utilizing a hybrid paradigm as they accept what is feasible. every business in the world uses hybrid work culture. many companies use full remote work, while some run hybrid systems. A hybrid workplace is very important for employees to do work effectively and positively. They also work from the office, at home, or elsewhere, so it is very helpful to the employee. the hybrid work mode is the future of the working model and it is beneficial to the employee. An efficient hybrid system promotes staff to work productively, with high levels of performance and amiable coworkers. Concerns regarding hybrid work include how it will affect productivity, how it will change corporate culture, and how it may hinder career advancement. A hybrid working paradigm is detrimental to luring in a varied workforce, namely working parents, individuals with different health needs, and those who are impacted by the rising cost of living close to their place of employment. A workplace plan that incorporates hybrid working may improve work-life balance, increase engagement and productivity, and build a varied and impartial staff, which will spur revolution and progress.

## **KEYWORDS:**

HYBRID WORKPLACE MODEL, WORK FROM HOME, WORK FROM OFFICE, EMPLOYEES EFFECTIVENESS, EMPLOYEES BENEFITS

## **Introduction:**

A hybrid workplace model is a combination of office and remote work that offers a flexible schedule to employees. Hybrid work is a flexible strategy that combines working from home and in an office setting. The flexibility of hybrid employment is different and it accommodates a variety of different work patterns. It enables employees to choose how and where they work and gives them the freedom to organise their workweek in a way that complies with both their needs and company standards.

An improved work-life balance can be offered to employees through a hybrid work style. This rotation promotes operational businesses that grow as a result of increased production and employee arrangement at work.

The hybrid workplace is employees' first choice. In order to boost productivity and job happiness while addressing the main issues of remote work, such as loneliness and a lack of community, hybrid work is a people-first strategy for managing the workforce. With a hybrid work paradigm, employees have a high degree of flexibility and can choose to work from home or any other location where they can be effective. With hybrid work, employees can work from home, at co-worker spaces, and in the office. The workplace is no longer contained within the walls of the corporate office. Depending on the task they need to accomplish, team members can move between several locations. To define what hybridity is, especially in a working area, it merges the physical work planning and the remote work system (Cook et al., 2020). In essence, some work individually on the site of the business or organization while some work on the internet. The same group of individuals may also be involved in this management, in which case they would be required to appear in person at the workplace and work flexibly the remaining days of the week. The hybrid working system ensures the arrangement employing it enjoys the special benefit that comes with the remote working system (Trade et al., 2019b). Along with remote work, other crucial components of the package include increased worker satisfaction, lower labour costs, and improved environmental experiences. There is a commitment to hands-on interaction of the live culture in the work organization. Likewise, there comes the benefit of informal networking, more likely in-person cooperation, and the added benefits of a structure to support and foster creativity. Where both the advantage of the traditional and remote workplace system happen is referred to as the situation of hybridity (Malhotra & Reay,)



(Source: <https://leapmax.ai/blog/remote-vs-hybrid-working/>)

### ***Hybrid work schedules:***

There are several ways to adapt the hybrid work model to your company's needs because it is a flexible one. For instance, you could think it's necessary to give your staff the most freedom possible so they can plan their week without interference. You could also decide that requiring your workers to stay on-site for a predetermined number of days will make everyone's job more productive and enjoyable. It's crucial to select the hybrid work schedule that works best for your business. Each timetable has advantages and disadvantages. The four different work schedule kinds are briefly described below.

1. **Hybrid at-will:** It is easy for to choose for Employees which day to come office or not.
2. **Hybrid split-week:** your organization gives you specific days for onsite and remote work by team or function.
3. **Hybrid manager scheduling:** organization chooses which day employees come to the office or not.
4. **Hybrid mix:** All three-option use

## **MODELS OF HYBRID WORKING**

### **MODEL 1. FLEXIBLE HYBRID WORK MODEL**

Employees Depending on their taste for the day, they can choose their workplace and working hours. For instance, individuals can decide to work from home or any other location of their choice if they need to spend some time concentrating on a project. They can choose to enter the office if they desire a sense of community, need to interact with their team, attend a training session, or want to participate in a town hall.

**Benefit:**

- freedom and flexibility for employees to set where and when they work.
- creates a relationship of trust with staff members, which fosters loyalty and job happiness.
- Enlarge talent pool, leading to more diversified thinking.
- increases the baseline because office space and travel expenses are reduced.

**Challenges:**

- Employees have a hard time finding a good day or time for in-person cooperation.
- Lack of knowledge on how many employees visit the business each day and if the structure can accommodate them.

**MODEL 2. FIXED HYBRID WORK MODEL**

The corporation determines which days and times its workers may work from home or visit the office. As an illustration, it's possible that certain fixed teams report to work on Mondays and Fridays while others report on Tuesdays and Thursdays. Or a business may permit every employee to work remotely on specific days of the week.

**Benefits:**

- Increases window (of opportunity) for in-person cooperation and team building.
- provides staff with the opportunity to book appointments or execute brief tasks on certain occasions.
- Provides the ability to simply forecast office capacity.

**Challenges:**

- Lack of individual choice, which might cause productivity loss if workers aren't in the right setting for the required job.
- Inability to decrease office space.

**MODEL 3. OFFICE-FIRST HYBRID WORK MODEL**

Although it is expected that employees will be on-site, they are free to choose a few days each week to work remotely.

**Benefits:**

- Permit flexibility and individual choice.
- Helps maintain organizational culture and community.

**Challenges:**

- Deficiency of clarity for employees about who will be in the office and when.
- Incapacity to accurately predict how many employees will be in the office on a given day.

## MODEL 4. REMOTE-FIRST HYBRID WORK MODEL

With sporadic trips to coworking spaces or the office for team development, collaboration, and training, employees frequently work from home. In this arrangement, the business might not have an office and instead depends on team members who live nearby to get together as needed.

### Benefits:

- It is very helpful to employees who work remotely most of the time and it increases productivity and job satisfaction.
- Give customers the option to cut expenses by downsizing or getting rid of office space.

### Challenges:

- Potential for employees to feel remote.
- Increased problems maintaining the company culture and community.

## *BENEFITS AND CHALLENGES OF HYBRID WORKPLACE –*

### Benefit:

- ❖ **Employees can work when and how they're most productive** – The office-first paradigm assumes that individuals will work from 9 am to 5 pm. Employees have more freedom to do tasks when, how, and where they want under a hybrid work style. This means adjustable schedules and locations.
- ❖ **better work-life balance** - flexible work management makes finding balance easier. Employees who have greater control over their work schedules have more time to handle unforeseen events in their life, such as running errands, picking up children from daycare, or being home for deliveries.
- ❖ **Higher talent across the globe** – in a hybrid work model, organizations can hire employees across the globe. If you have access to a large talent pool, you may recruit workers that have particular expertise. this might provide the company a competitive edge, let you enter new markets, and guarantee continuous production.
- ❖ **Save on real estate expenses** – in a hybrid work model, some employees can be onsite at any given time.in some organizations, this may mean reducing their real estate. Hybrid working will at the very least help you determine how much office space you need to accommodate your staff. You may reduce real estate expenditures by 30% by revising your workplace approach. This enables you to reinvest those cost savings in other areas, such as providing employees with more work alternatives through hybrid work model offices and more compact co-working spaces.
- ❖ **maximized productivity**-the hybrid arrangement in the workplace helps assure that the employee's productivity is effectively maximized (yang et al.,2019). Getting up early with the intention of getting dressed and facing the decision to take a cab to work, which presents several risks on its own, is the main cause of this increase in productivity. This means that the employee is not simply exhausted when it seems like the workload is too much. Instead, physical stress is removed, and the employee has no longer got work to do. There is no issue with the hybrid work in this. According to a BGA survey conducted in three

separate countries, 75% of respondents said that working from home increases productivity compared to working in an office.

- ❖ **Reduced expenses of employer and employee sides** – As more businesses use hybrid work planning, new advantages keep emerging. With hybridity comes the advantage of lower office costs for employees, as well as lower costs for rent, transportation, corporate logistics, and additional utility expenditures like gasoline, electricity, Wi-Fi, and phone bills, which are well-liked by businesses. More employees working remotely means fewer employees are coming office making it importance the required to utilize a huge workspace. This is a great development and benefits both sides.

### *Challenges:*

- ❖ **Harder to collaborate with remote employees**- Employees that engage in hybrid work will visit the workplace at various times throughout the week. It implies that people will occasionally miss one another and the opportunity to work together quickly.
- ❖ **requires supervision and upkeep to be operational**- successful hybrid work demands careful planning and attention. If you want to allow your staff to have freedom and flexibility at work, it's frequently necessary to stabilise that environment with the right monitoring, rules, and upkeep. Begin flexible is also key to maintaining hybrid work.
- ❖ **Not suitable for all industries** – Some industries might not benefit from mixed work methods. Some businesses have chosen to operate entirely remotely, whilst others need employees on-site for jobs like manufacturing, healthcare, or teaching. Employees are choosing different sectors based on the degree of freedom offered as a result. The materials, use, and telecom service industries had the least onsite traffic development science in January 2021, according to our research on workplace trends for 2022.
- ❖ **The danger of employee isolation and marginalization** - the employer's connection with his other co-worker may deteriorate due to a lack of physical contact. Working independently is essential because it may promote concentrate on particular tasks without concern for outside distractions. However, there is a chance of being overly reliant on solitude, which worries other people and could be viewed as oppressive.
- ❖ **Cyber risk and danger of data breach** – another possibility that comes with hybridity including the danger of organizations losing their data and being at risk of cyber exposure to vital information. The danger associated with employee communication and information sharing from constantly shifting locations is that of cyber pitfalls including cyberattacks and data loss due to improper authentication.
- ❖ **The progress of the hybrid workplace** -organization progress in adapting to the hybrid workplace the idea of going back to fully remote work into the traditional work system is scowled upon as a regression more businesses and employees are currently being presented with the necessity to develop a new model of interest security what used to be considered absurd in terms of work is now perceived as the tool to reach good work-life balance. A year ago, home assumed was equal to where you wanted to go to rest after a hard day. home meant a place where rest and comfort design of company work and home could

not be reconciled. many considered those who would devote their whole day at home as unambitious people.

### **CONCLUSION:**

hybrid work model is very helpful to employees, but like any work, the model has benefits and challenges. It is also helpful for environmental aspects. There are some challenges also like this is not feet for all organizations. And it also affects employees' mental stability. Hybrid work is sometimes less socializing, an informal environment that depicts unproficiency. But still if planned and managed in the right way according to the environment of the organization we can achieve the best outcome from it.

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