

ADAPTATION OF CIVIL SERVICE PERSONNEL

Problem setting Traditionally main issues of personnel management in government agencies is the question of legal support of the accession process and the civil service. Managers and specialists of personnel services in the HR focus on recruitment, assessment of activities of state officials and their professional development. Adaptation is a human resource management technology that allows to socialize civil servants, thus to form an individuality in the team, learn the norms of behavior, values, attitudes and means of effective communication.

Recent research and publications analysis The analysis of the research indicates the presence of a significant number of works of domestic and foreign scientists concerning the adaptation of staff. An important contribution to the development of theoretical and practical principles of labor staff adaptation made domestic and foreign scientists: M. Armstrong, T. Bazarov, V. Voronkova, M. Hulin, A. Yehoshyn, A. Kolot, M. Kruttsova, F. Hmil and others. The organizational aspects of public servants' adaptation considered: S. Onyshchuk, A. Parkhomenko-Kutsevil, L. Pashko, N. Rashytova, M. Rudakevych, I. Chernobyl and others. Since the development of adaptation mechanism is complex and requires special attention from scholars of public administration, among the unsolved aspects of the problem is examination of the scientific approaches to civil service staff adaptation. The aim of this study is to examine the theoretical basis of adaptation of civil servants and develop practical recommendations.

Paper main body In scientific literature on personnel management there are such definitions of "adaptation staff":

– adaptation - a process of active human adaptation to the new environment, familiarity with the activities of the organization, generating, inclusion in the communication network, introduction of corporate culture and change of own behavior in accordance with the requirements of the new environment;

– adaptation - a process of collective adaptation to changing conditions of external and internal environment of the organization. Adaptation of the employee - is an individual adaptation to the workplace and the workforce. Adaptation involves the active role of the individual, awareness of their social status and the related role behavior as a form of realization of individual potential of the individual in the process of solving common problems;

– adaptation - a mutual adaptation of humans and the environment as a subject - material and social. In its framework the detailed familiarization with the team and new responsibilities; mastering behavior; assimilation - full adaptation to the

environment and finally identification - identifying personal interests and goals with the general take place.

Conclusions and prospects for further research Adapting public servants provides inclusion of individuals into the organizational environment of public authorities. The process of adaptation depends on understanding managers and specialists of services personnel, complexity of the process, its importance and impact on the efficiency of public authority. Taking into account that the main medium of the activity of civil service is society, the development of effective adaptation mechanisms will ensure the effective execution of duties by a public official, establishing effective communications with staff and citizens.