Become an HR
Professional

**Includes:
Software Training
on HR and
Payroll System**

Human Resource Professional Diploma

LMG

*Leadership & Management
Global Organization*

Geneva, Switzerland

CERTIFIED

Human Resource professional Diploma

Includes: Software Training on HR and Payroll System

COURSE TOPICS

I. FOUNDATIONS OF HUMAN RESOURCE MANAGEMENT
  A. The Management of Human Resources
  B. HRM: An Academic and Professional Perspective

II. OPERATIONAL CHALLENGES
  A. Recruitment and Selection
  B. Managing Employee Relations
  C. Managing Discipline and Grievance
  D. Equality in Employment
  E. Managing Health and Safety
  G. International Human Resource Management

III. HRM PROCESSES
  A. HR Planning and Measurement
  B. Learning and Development
  C. Managing Performance
  D. Managing Rewards

IV. CASE STUDIES

Textbook:
Human Resource Management
Authors: Paul Banfield & Rebecca Kay

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