### Personnel Administration (PE) Definition EXCERPT of full [HM](https://www.canada.ca/en/treasury-board-secretariat/services/collective-agreements/occupational-groups/human-resources-management.html#def-hm) Definition

The Human Resources Management Group is focused on jobs primarily about giving strategic advice on human resource (HR) management, and planning, developing, delivering, or managing HR services for the Public Service.

This group specifically includes jobs mainly responsible for:

1. Offering strategic advice, or planning, analyzing, developing, delivering, or managing HR policies, programs, services, and other activities.
2. Providing specialized services like investigations, appeals, and resolving disputes related to applying HR policies and programs.
3. Leading any of the activities mentioned above.

However, this group does not include jobs that:

1. Focus on researching, analyzing, and giving advice about compensation issues to managers, employees, and their families or representatives.
2. Provide administrative services, such as changing, modifying, or creating methods and procedures to support Public Service policies, programs, services, or other activities related to human resources.