

# **Certificate Course in Human Resource Management**

## **MANAGEMENT CONCEPTS**

- Introduction to Business Environment
- Understanding the Management Process
- Foundations of Organization Design & Development
- Effective Communication for Personal & Business Success
- Employee Motivation

## **HUMAN CAPITAL MANAGEMENT**

- Introduction to HRM (Role of the HRM Function & Role of the HR Practitioner)
- Principle Elements of Human Resource Management
- People Resourcing
- Performance Management
- Human Resource Development
- Rewards Management

## **LABOUR LAW**

- Industrial Relations and Labor Law