

Name of the Program

# Diploma in Human Resources Management

Certified by SQA and SCQF

## Program Summary:

Diploma in Human Resource Management provides wide range of knowledge on HRM concepts allowing you to achieve in-depth understanding of the fast developing field. Individuals who plan their career in HR and/or Personnel management have a great opportunity to attain this qualification and become part of the international HR community. **The diploma focuses on procedures, concepts and theories associated to practical HR issues in modern organizations.**

## Upon Completion of this program trainees will be able to:

1. Understand the concepts of development for HRM.
2. Understand the human process planning process.
3. Know the recruitment key factors.
4. Know the methods used for selection.
5. Understand the methods and concepts used in regards to reward of management.
6. Know methods of monitoring and managing the performance of staff members.
7. Exit Rights and Procedures.

## Targeted Trainees:

Fresh graduates intending to enter the HR field

## Exams/Assignments:

- 1- Online Examination
- 2- Lectures, tutorials, case studies, hand on practical exercises

## Certificate:

Diploma in Human Resources Management Achievement Certificate from IQN