

For the 1st time in KSA

PROGATE
Global Academic and Consultancy Providers

Verify 3 years of Managerial Experience and be
a **Certified H R Manager**
from **UK**



Certificate in H.R. Management

Course Duration : 3-6 months

Study Sessions : 1day/week

Location : Dammam –KSA

Entry Requirements:

No formal entry qualifications are required. Entry to the Certificate is available for all those who can demonstrate that they will benefit from it. The programme is however designed to meet the needs of newly appointed first-line managers or team leaders and as such demands the ability to relate learning to the workplace. Candidates will therefore normally be practicing managers or have recent relevant experience

PROGATE

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Course Content (Modules)

Comprises four modules:

1.Economic and Business Context

- Characteristics of people (including differences and attitudes)
- Motivation
- Commitment
- Organisational theories
- Organisational culture

2.Human ResourceManagement

- Principles of HRM – different perspectives, practices, models, emerging themes
- HR planning
- Ergonomics
- Skills and abilities of employees

3.Work and Employment

- Selection and interview procedures
- Theories of work
- Factors affecting work – changing work patterns
- The employment relationship & trust
- The psychological contract
- Employment exit – redundancy, retirement,

4. HR Development – Policies, Competence and Knowledge Management

- HRM policies
- Competency and competence
- Knowledge management – concepts & type
- Analysing jobs and roles
- Organisational learning, the learning organisation, nature of learning
- Training
- Personal Development Planning and career management.

Qualification

On successful completion of the programme you will be awarded a Certificate in H.R. Management from Qualifi Education –UK.

Course Description

This course is designed to meet the needs of newly appointed HR professionals or managers. The overall purpose is to introduce you to human resource management and provide you with opportunities to apply your knowledge and reflect on it. This course does not require any previous study of human resource management but presumes you are in employment (or recently have been) and thus builds on practical experience

Assessment

The Personal Development module requires you to develop a portfolio to demonstrate your attainment of the required learning outcomes. In addition, there are three assessments that will provide you with the opportunity to apply your learning to problem situations (real and simulated) necessitating the development of recommendations based on an understanding of the context and basic principles.

Workload

We recommend an average of 6-8 hours study time per week for this programme.

ATTESTED BY



**Saudi Arabian Cultural
Bureau in UK**