



KALINGA INSTITUTE OF INDUSTRIAL TECHNOLOGY (KIIT)

Deemed to be University U/S 3 of the UGC Act, 1956



Executive Development Program on Advanced Human Resource Management

OVERVIEW:

Human Resource Management is the process of planning, organising, directing, and controlling an organization's procurement, development, compensation, integration, and maintenance of human resources in order to achieve the organization's goals. This development program focuses on the concept development for Human Resource Management (HRM), its implementation methodologies.

COURSE OUTLINE: This program covers the following topics module-wise:

- **Module 1:** Managing Human Resources : This module discusses the human resources for a company, its management strategies. Also discusses the basic requirement and characteristics for HRM.
- **Module 2:** Managing Equal Opportunity and Diversity : This module focuses on the management of equal opportunities and diversity in a company.
- **Module 3:** Personnel Planning and Recruitment : This module discusses the personnel planning and recruitment procedures for HRM
- **Module 4:** Testing and Selecting Employees : This module discusses the standard procedures for testing and selecting employees for HRM
- **Module 5:** Training and Developing Employees : This module discusses the required training for the development of employees as a part of HRM
- **Module 6:** Appraising Performance : This module focuses on the appraising performance methodologies and its requirement for HRM
- **Module 7:** Compensating Employees : This module focuses on the compensation procedure for the employees for developing HRM
- **Module 8:** Managing Labor Relations and Collective Bargaining : This module addresses the labor relations and its managing procedures and also the module discusses the collective bargaining procedures.
- **Module 9:** Managing Careers and Fair Treatment : This module showcases the employee's career growth and the fair treatment methodologies for HRM
- **Module 10 :** Protecting Safety and Health : This module discusses the required safety and health controlling methodologies for HRM.

DURATION: 4.5 Months

FEES: 50000 INR

COURSE START DATE FOR UPCOMING BATCH: 4th June, 2022

ELIGIBILITY: Graduate students, Final year students, working profession marketing, business professional, HR etc.

OPPORTUNITIES: After completing this programme, the students or working profession can acquire the knowledge and skills on human resource management. Also working professional can apply the concepts of HRM to develop their companies.

SELECTION PROCESS: Screening and Selection will be done by KIIT selection committee

MODE OF TEACHING: online mode

CONDUCTING SCHOOL: School of Management

SYSTEM REQUIREMENTS: The candidate should have the following system facilities to access the online course:

- ✓ Speakers and microphone: built-in or a USB plug-in or wireless Bluetooth
- ✓ Webcam: built-in or USB plug-in

- ✓ Processor: with Dual Core 2Ghz or higher (i3/ i5/ i7 or AMD equivalent)
- ✓ RAM: 4 GB or higher
- ✓ OS: Either MacOS 10.7 or higher OR Windows 8 or higher
- ✓ An internet connection: Minimum bandwidth of 3.0 Mbps (up/ down)
- ✓ Browser: IE 11+, Edge 12+, Firefox 27+, Chrome 30+
- ✓ Zoom software client installed on your PC/ Laptop/ Ma

EMAIL FOR QUERIES: ldc.kiit@kiit.ac.in

APPLY NOW

APPLY NOW : https://docs.google.com/forms/d/e/1FAIpQLSc31YRI-TzNw8uX7xIZtEbNI7Y_RMsbIR32A-cGaFBMvPcVkw/viewform

Certificate will be provided after completion of the program