



International Training
Center Paris

TRAINING SCHEDULE

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CERTIFIED HUMAN RESOURCE MANAGEMENT (HRM)

Overview:

The Certified Human Resource Management (HRM) training program is designed for individuals who are seeking to enhance their knowledge and skills in the field of HR management. This program provides participants with an understanding of the principles and practices of effective HR management, as well as practical skills that can be applied in their current roles.

Objectives: The objectives of the Certified Human Resource Management (HRM) training program are:

1. Develop a thorough understanding of the principles and practices of effective HR management.
2. Enhance HR knowledge and skills in a variety of functional areas.
3. Learn practical approaches to designing and implementing effective HR programs and initiatives.
4. Explore innovative HR practices and their application in a variety of organizational settings.
5. Develop and apply ethical and legal principles to HR decision-making.

Throughout the training program, participants will engage in a variety of learning activities, including case studies, group discussions, simulations, and self-assessment exercises. The program is designed to provide participants with practical skills and knowledge that can be applied immediately in their current roles, as well as to enhance their HR capabilities.

Targeted Groups:

- HR managers
- HR directors
- HR business partners
- HR consultants
- Professionals seeking comprehensive HR certification

Planning:

Day 1: Overview of HR Management

- Introduction to the field of HR management
- Overview of HR management and its role in business success
- Understanding the legal and ethical considerations in HR management

Day 2: Recruitment and Selection

- Job analysis and job design
- Recruitment and selection techniques
- Onboarding and orientation

Day 3: Employee Development and Performance Management

- Employee development and training programs
- Performance management and improvement
- Employee engagement and retention strategies

Day 4: Employment Law and Compliance

- Legal considerations in HR decision-making
- Compliance with labor laws and regulations
- Creating and implementing HR policies and procedures

Day 5: HR Strategy and Emerging Trends

- HR strategy and its alignment with organizational goals
- HR metrics and analytics
- Emerging trends in HR, such as virtual workforces, diversity and inclusion, and employee engagement.