



**Asia Masters Center**

# **Human Resources Strategies**



## Human Resources Strategies

### Course Objective

- To develop an understanding human resources development and personnel management practices
- To develop an awareness the advantages of effective human resource management
- To develop awareness of key HR and HRD strategies for improving organisational success
- To understand the application of strategic human resources development and personnel management practices in the workplace
- To effectively apply appropriate practices to specific workplace situations

### Target Audience

- Human Resources managers and senior professionals, specialists, team leaders, and business partners in the function who seek to broaden their knowledge and improve their skills in the key functions of HR as well as those who are responsible for evaluating HR and its effectiveness in the organization. The course is also suitable for those employees who are targeted for development or promotion within the HR function.



## Course Outline

### ➤ DAY 1

- Introduction to HRM, HRD and HRP
- Seminar introduction and objectives
- The context for HR
- Change management
- Human Resource Management V Personnel Management
- Human Resource Development (HRD)
- Human Resource Planning (HRP)
- Strategic HRM – the new HR Strategic Model
- Outsourcing

### ➤ DAY 2

- Resourcing & Recruitment
- The employment psychological contract
- Why do good people leave?
- The process approach to interviewing
- Induction, job descriptions and references
- Personality Questionnaires and forms of testing
- Methods of detecting when applicants don't tell the truth
- The new recruitment process to avoid litigation
- The value of using assessment centres



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### ➤ DAY 3

- Pay & Employee Reward
- Employee motivation
- Salary, bonuses & benefits
- Understanding competencies
- Competency based Assessment
- Competency and performance based pay
- Different structures – different pay and rewards
- Total pay concept
- Salary surveys

### ➤ DAY 4

- Training Learning & Development
- Career management
- Personal development
- Coaching
- Mentoring
- E-learning
- How flat organisational structures and empowered teams affect training and development
- Self Development
- 360 degree feedback as a development tool



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- DAY 5
- Value for money from HR
- The new HR structure
- New roles within HR
- HR Business Partners
- Value of trend analysis and HRP
- Internal and External Frameworks
- Proving ROI on HR activities
- Review



## Asia Masters Center

### ➤ The Feature Of Asia Master Training And Development Center

- we pick up the customer from the airport to the hotel.
- we give the participant training bag includes all the necessary tools for the course.
- Working within groups to achieve the best results.
- All our courses are confirmed and we do not postpone or cancel the courses regardless of the number of participants in the course.
- We can assist you in booking hotels at discounted prices if you wish to book through us.
- We offer the certificate from Asia Masters Center for Training and Administrative Development.

### ➔ The Cost Of The Training Program Includes The Following:

- 1) Scientific article on flash memory.
- 2) Training Room.
- 3) Training.
- 4) Coffee break.
- 5) The training bag includes all the tools for the course.



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### Price (USD)

Communicate with the training department  
to know the participation fees

➤ **There are offers and discounts for groups**

### The details of the bank account

Bank name: CIMB Bank Berhad

Account name: Asia Masters Center SDN. BHD

Bank account number: 80-0733590-5

Swift code: CIBBMYKL

IBAN: Null