





# Course: Professional Diploma In Human Resource Management (HRM)

Code	City	hotel	Start	End	price	Hours
734	Beirut (Lebanon)	Hotel Meeting Room	2024-09-01	2024-09-12	4450 €	80

## Overview

Human resources practitioners are faced with unprecedented challenges in meeting the needs of competitive business organizations. To meet these challenges successfully requires up-to-date information and current perspectives on the strategic alignment of the HR function with corporate objectives. The professional designation in HRM offers a current, comprehensive and practical grounding in the major areas required of a personnel generalist. All courses are conveniently scheduled and offer direct skills practice along with expert guidance from instructors who are practitioners or consultants in the field.

## Objectives

- Identify key elements in the formulation and implementation for human resources strategies.
- Development of required skills for each of the managers and leaders in the process of change.
- Analyze and assess the impact of the leadership on the performance of organizations and the need for all of them to change.
- Explain the legal concepts, which regulate the relationship between employers and workers in the United Arab Emirates.
- Explain the different legislation and laws that define the contracts, wages, working hours and safety of workers in the workplace, as well as the laws of termination of services and compensation.
- Explain the importance of strategic management of human resources in the organization's performance and performance.
- Assessment of the business environment and selecting appropriate rewards and their impact on the performance and commitment of staff.
- Apply of modern techniques and methods in the process of recruitment and selection in human resources.
- Compare between different methods and programs in the process of selection and evaluation.
- An assessment of the impact of incentives and rewards for the performance of the staff in the Organization.

## Program Contents:

- Introduction to Human Resource Management
- Human Capital Planning & Talent Acquisition
- Talent Management



1. (Performance Management).
  2. (Training, Career Development & Succession Planning)
- Organization Development & Change Management
  - AE Employment Law & Legal Aspects of HRM
  - Strategic Compensation & Employee Benefits.
  - Employment Relation & Risk Management.

### How to prepare a professional diploma

- The diploma is held by the direct training system
- Number of hours 80 training hours
- Classes start at 08:00 am and end at 05:00 pm

### Certificates

- The trainee is given a certificate documenting his attendance, participation and interest in the diploma, attested by the Swedish Ministry of Foreign Affairs
- 80% of the diploma hours must be completed to obtain the certificate

### Advantages of attending and participating in diploma activities with the Scandinavian Academy for Training and Development in the Kingdom of Sweden

- After completing the diploma and successfully passing it, the trainee participating in the diploma gets a training scientific bag that includes:
  - An integrated training package containing (certificate of attendance, participation and interest in the diploma attested by the Swedish Ministry of Foreign Affairs - the scientific material for the diploma)
- **The Scandinavian Academy for Training and Development is a specialized training company registered in the Kingdom of Sweden under the number - 559173-7431**
- **The certificate issued by the Scandinavian Academy for Training and Development is not considered an academic certificate, but rather a professional certificate documenting participation and attendance in training activities. All attestations of the certificate are commercial attestation only, not academic.**



**The Scandinavian Academy employs modern methods in training and skills development, enhancing the efficiency of human resource development. We follow these practices:**

- **Theoretical Lectures:**
  - We deliver knowledge through advanced presentations such as PowerPoint and visual materials, including videos and short films.
- **Scientific Assessment:**
  - We evaluate trainees skills before and after the course to ensure their progress.
- **Brainstorming and Interaction:**
  - We encourage active participation through brainstorming sessions and applying concepts through role play.
- **Practical Cases:**
  - We provide practical cases that align with the scientific content and the participants specific needs.
- **Examinations:**
  - Tests are conducted at the end of the program to assess knowledge retention.
- **Educational Materials:**
  - We provide both printed and digital scientific and practical materials to participants.
- **Attendance and Final Result Reports:**
  - We prepare detailed attendance reports for participants and offer a comprehensive program evaluation.
- **Professionals and Experts:**
  - The programs scientific content is prepared by the best professors and trainers in various fields.
- **Professional Completion Certificate:**
  - Participants receive a professional completion certificate issued by the Scandinavian Academy for Training and Development in the Kingdom of Sweden, with the option for international authentication.
- **Program Timings:**
  - Training programs are held from 10:00 AM to 2:00 PM and include buffet sessions for light meals during lectures.