

(023-C&M-03-01) DIPLOMA IN HUMAN RESOURCE MANAGEMENT

Significance of the Diploma:

Human Resource Management (HRM) is a vital aspect of business and organizational success. Diploma in HRM provides students with a comprehensive understanding of human source principles, practices, and strategies in various organizations.

Career Options:

- HR Executive
- Recruitment Co-ordinator
- Payroll Administrator,
- Learning and Development Facilitator,
- Well-being Executive
- Statutory Compliance Executive

Program Objectives:

- To gain a comprehensive understanding of basic concepts of HRM.
- Develop expertise in implementing various HR functions
- Explore strategies of managing Human Resources and Employee Relations
- Familiarize with employment laws to ensure compliance in HR practices

Outcomes of the Program:

- The program enables the students to understand the basic concepts of HR functioning.
- It equips the students with basic information and awareness to implement the HR functions
- It allows for better application of strategies for building positive Human Resources and Employee Relations.
- It prepares the students to interpret and apply employment laws accordingly to ensure ethical and legal HR practices.

Major Course Outlines:

1. Recruitment and Selection
2. Training and development
3. Employee Compensation and Benefits

4. Employee Relations
5. Employment Laws and Compliance
6. Human Resources Management Information System.