

# Human Resource Management

Sep 30 – Oct 02, 2024

PIM, Karachi

Rs. 41,000/=

Sep 02 – 04, 2024

PIM, Islamabad

Rs. 41,000/=

## Course Description

In our ever increasingly competitive economy there is a growing realization that real gains in performance and productivity can only come about through better use and development of people. For this purpose the tool and interventions available to the concerned organization lie in the field of Human Resource Management.

This course introduces you to the world of Human Resource Management (HRM) and is a useful introduction to those who wish to learn and understand more about the role it plays within the organizations.

## WHO MUST ATTEND?

- Anyone interested in HRM
- Those who have recently joined a HR or Personnel Department
- Those who wish to enter the field

## COURSE CONTENTS:

- Fundamentals of HRM Process
- Environmental, Organizational, cultural and individual challenges which organizations are experiencing in today's world
- Job Analysis
- Job description
- Effective utilization of recruitment and selection tools for hiring
- Discussing performance management process right from performance planning to performance evaluation
- Developing coaching and counseling skills for maximizing the productivity of employees.

## LEARNING OUTCOMES:

At the end of this course, participants will be able to:

- Describe the role and functions of Human Resource Management Department
- Identify key HR challenges that organizations are facing
- Show awareness of the various recruitment and selection tools
- Compare the different performance appraisal methods
- Gain an insight into the importance of coaching and counseling processes for productivity enhancement of employees

**FOR DETAILS AND REGISTRATION**

**PIM, Karachi:** Management House, Shahra-e-Iran, Clifton, Karachi 75600  
Voice Dir: (+9221) 9925 1718, 9925 1680, E-Mail: [program@pim.com.pk](mailto:program@pim.com.pk)

**PIM, Lahore:** Management House, 70-B/2, Gulberg III, Lahore 54600.  
Voice Dir: (+9242) 9926 3137  
Mobile: 0300-8840880, 0332-4353820 E-Mail: [pimlhe@pim.com.pk](mailto:pimlhe@pim.com.pk)

**PIM, Islamabad:** Plot No. 12-K, Sitara Market, Sector G-7 Markaz, Islamabad  
Voice Dir: (+9251) 9252651 -2, E-Mail: [pimisb@pim.com.pk](mailto:pimisb@pim.com.pk)