

## Advanced Strategies in Human Resources

*Kuala Lumpur (Malaysia)*

*12 - 16 August 2024*

UK Training

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## Advanced Strategies in Human Resources

Code: HR28 From: 12 - 16 August 2024 City: Kuala Lumpur (Malaysia) Fees: 3900 Pound

### Introduction

Advanced Strategic HR Management training course focuses on human resource strategy, its integration with corporate planning, and the growth of human resource policies. Human resource management HRM is concerned with the personnel policies and supervisory practices and systems that manipulate the workforce. In broader terms, all decisions that affect the workforce of the organization are covered under this function. This course gives you knowledge of this function to better adapt and apply to your organization.

### Course Objectives of The Advanced Strategies in Human Resources

- Understand the concepts and definitions of Human Resources Management
- Develop a training strategy to fulfill organisational needs
- Develop staff selection processes and performance appraisal systems
- Learn the Training Needs Analysis methodology and economic training delivery
- Sharpen communication and inter-personal skills for training
- Deliver training demands and evaluate the benefits effectively
- Understand how unwanted behaviours can cause conflict in the workplace

### The Advanced Strategies in Human Resources Course Outlines

#### Day 1

##### Strategic Human Resource Planning

- How HR can be more strategic in an organization
- Different strategic tools and their application
- Building Ethical Organizations
- How to create a transparent and ethical culture
- The impact of external and internal factors on change

#### Day2

##### Effective Recruitment

- Understand the organizations strengths and weaknesses regarding Recruitment and Selection and external elements that affect effective recruitment
- Understand the impact of a best practice approach
- Avoid common management pitfalls

A graphic of a chessboard with several chess pieces (a king, a queen, a rook, and a pawn) on it. The board is white and black, and the pieces are gold and silver. The text 'UK Training PARTNER' is overlaid on the board.

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- Plan effectively prior to the interview
- Attract the right candidates using best practice techniques
- Plan the interview process to ensure efficiency and effectiveness
- Outline the importance of your communication skills
- Work within the legal framework
- Develop your own questioning techniques
- Structure of the interview, including delivering meaningful feedback
- The use of Psychometric Assessment

### Day 3

#### Improving Motivation and Job Satisfaction

- Maximizing your human capital
- Effective Appraisal
- Performance appraisal objectives
- Alternative appraisal methodologies
- Effective and ineffective appraisals
- Assertiveness Skills
- Understanding the various models

### Day 4

#### Effective Communication Skills

- Essential Listening and questioning techniques
- Maximizing good use of Body Language to positively influence
- Diversity Issues for HR Professionals
- Influencing across cultural differences and global business relationships

### Day 5

#### Identification and Analysis of Training Needs

- Training and development strategy
- Analysis of training needs
- Cost-effective training delivery
- Skills transfer to the work-place

A graphic of a chessboard with several chess pieces (a king, a queen, a rook, and a knight) on it, set against a background of concentric circles. The text 'UK Training PARTNER' is overlaid on the board.

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