

TECHNICAL KNOWLEDGE & SKILL HUMAN RESOURCES MANAGEMENT		DURATION	
		SHORT	STANDARD
1	The essential of Human Resource Management	1 Days	2 Days
2	Effective Recuritment and Selection	2 Days	3 Days
3	Performance Management System	2 Days	3 Days
4	Talent Management	2 Days	3 Days
5	Effective Key Performance Indicator	2 Days	3 Days
6	Human Resources Strategy and Planning	2 Days	3 Days
7	Effective Compesation and Benefit	2 Days	3 Days
8	HR for Non HR Professionals	2 Days	3 Days
9	Human Resources Information System	2 Days	3 Days
10	Organization Design and Implementation	2 Days	3 Days
11	Project Based Organization Design	2 Days	3 Days
12	Training Need Anaysis	2 Days	3 Days
13	People Development Management	2 Days	3 Days
14	Transformational Coaching	2 Days	3 Days
15	Effective coaching, counselling and mentoring skills	2 Days	3 Days
16	Performance Coaching skills for Leaders	2 Days	3 Days
17	Training the trainers	2 Days	3 Days
18	Creative Problem Solving for HR Professionals	2 Days	3 Days
19	Marketing for HR Professionals	2 Days	3 Days
20	The essential Marketing skills for HR Professionals	1 Days	2 Days
21	The essential Finance skills for HR Professionals	1 Days	2 Days
22	The essential Project Management skills for HR Professionals	1 Days	2 Days
23	The essential Strategic Management skills for HR Professionals	1 Days	2 Days
24	The essential Self Management for HR Professionals	1 Days	2 Days
25	The essential Self Financial Planning for HR Professionals	1 Days	2 Days
26	The essential Corporate Social Responsible for HR Professionals	1 Days	2 Days
27	The essential Business Development Management for HR Professionals	1 Days	2 Days
28	The essential Customer Service Management for HR Professionals	1 Days	2 Days
29	The essential Change Management for HR Professionals	1 Days	2 Days
30	The essential Procurement Management for HR Professionals	1 Days	2 Days
31	The essential POWER Negotiation for HR Professionals	1 Days	2 Days
32	The essential Risk Management for HR Professionals	1 Days	2 Days
33	The essential Tender Management for HR Professionals	1 Days	2 Days
34	The secret of a sucessful HR Professionals	2 Days	3 Days
35	How to transform HRM Operation become PROFIT centre	2 Days	3 Days
36	How to VALUE and SELL your HRM Business	2 Days	3 Days
37	Entrepreneurships for HR Professionals	2 Days	3 Days
38	Retire Planning for HR Professionals	2 Days	3 Days