

Human Resources Management

Online Short Course Diploma (6 months)

Today's business is defined by the quality of its workforce. It's often said that even the biggest organisation is only as strong as its weakest link. Worldwide, forward-thinking businesses are becoming increasingly selective with their recruitment and hiring strategies. For the HR manager, the challenge lies in building a capable and committed workforce with finite resources available. HR personnel assume responsibility for attracting, hiring, training and retaining candidates of quality and value to the business. They're also relied on to detect and address performance issues, handle grievances, control absenteeism and ensure workplace health and safety regulations are met. In return, those who thrive in HR management gain access to a broad and dynamic job market - both at home and on a global basis.

Contact us / What'sapp Business: 0718374853 for more information

Online Training

What Modules are Covered

- ❖ Introduction to Neuro Linguistic Programing
- ❖ Emotional Intelligence
- ❖ Lean Process Improvement
- ❖ Hiring For Success
- ❖ Knowledge Management
- ❖ Business Leadership
- ❖ Business Process Management
- ❖ HR for Non HR Manager
- ❖ Digital Citizenship
- ❖ Digital Transformation
- ❖ Health and Safety in a Workplace
- ❖ Creating a Workplace Wellness Program
- ❖ Finance
- ❖ Accounting
- ❖ Core Essential for Business Professional : Ms Project
- ❖ Core Essential for Business Professional : Ms Excel
- ❖ Core Essential for Business Professional : Ms Outlook



Investment

- ❖ Required investment to enrol for the Online Short Course Diploma : R 4500
- ❖ R 1000 deposit before commencing the training
- ❖ R 700 instalment for 5 months
- ❖ Training time frame : 6 months

Process

- ❖ A login details will be provided to access your training upon your investment via our LMS.
- ❖ Your activities will be submitted online for marking purpose.
- ❖ Your diploma will be issued.

Banking Details

Bank Account : Cornerstone Supreme
Bank : FNB
Account : 62653109283
Reference : Use your name as reference

School Credential

Service Provider : Cornerstone Supreme
SETA Accreditation : 12255
BANKSETA Accreditation : Bank-Corne180502

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