

One Day Workshop On HR PLANNING - SECRETS REVEALED

In rapidly changing work environments HR Capital has to perform to deliver optimized productivity, adding to the value chain cycle. The HR Manager is at the forefront of this change. He has to develop, manage, evaluate and implement change. Does he or she have the requisite skills, knowledge and application processes? This Course brings a whole new dimension to provide a very localized approach to understanding and excelling in the Human Resource Management area of an Organization.

Workshop Leader

MR. ZAFAR DAR

MBA, Lead Auditor, Group HR Head

Over 16 years of experience in the field of human resource Management, General Management & Marketing, particularly expertise in the marketing & HR and training & development. He has been involved in the training and development for last 10 years and conducted so many workshops, training programs of human resource management for corporate clientele.

Course Contents

- The HR Scene in Pakistan – A Preview.
- How to write an ACTION PLAN for highly effective
- HRM practices.
- WRITE an Action Plan.
- Framing of HR Policies in line with Organization's
- Mission/Objectives/Values/Vision.
- Basic HR Tools Essential for Success as a
- HR Manager.
- Application of Basic HR Tools at your WORK PLACE
- Delegation of Responsibilities, Accountability and
- Evaluation of HR Tasks.

Who will attend

- Sr. Managers Admin & HR
- HR Executives
- Admin. In-Charge
- Managers HR Policy, Planning & Strategy
- Head of Departments
- Professionals desirous of advancing their
- careers in HR

Program Schedule

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| + Days & Dates: | Thursday, 17 Dec 2009 |
| + Venue: | Regent Plaza Karachi |
| + Fee per Participants: | Rs. 6900/- Including Material, Stationary, Refreshment & Lunch. |
| + For Early Birds: | Rs. 5800/- up to 9 Dec 2009. |
| + Last Date of Registration: | 15 Dec 2009. |
| + Certification: | Certificates will be presented by the Higher Management of 3D Group. |
| + Contact # | 9221-34973379-80
9221-34141329
9221-34857148 |

Program Conducted by



3D EDUCATORS

Suite # 7, Nobel Heights, Opposite Sales/tax House/
Askari Park, Scheme # 7, Main University Road Karachi
Ph: 9221-34857148, FAX: 9221-34141329
Corporateworkshops@3deducators.com

Program Organized by



PARAMOUNT CONSULTING

Suit # 201, Gulshan Trade Center, Main Rashid Minhas
Road, Block 5, Gulshan-e-Iqbal, Karachi
Ph: 9221-34973379, FAX: 9221-34973380
training@paraconpk.com