



Human Resource Management Certificate

27 Hours Contact Hours

Course Description:

The Human Resource Management Certificate is a 9-week course that covers human resources essentials that human resources professionals need as part of their careers in order to stay consistent with employment regulations as well as manage their staff effectively.

Students in this program will be able to maintain effective human resources practices in their workplace. The course will cover topics such as recent human resources practices, important legal issues, and other sensitive information.

Other staffing topics include recruiting, selection, interviewing, and training. This Certificate program prepares students to be better human resources professionals through class lectures, team building activities, and highly interactive discussions.

The Professional Development Institute

Polk State Corporate College

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