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TRAINING AND DEVELOPMENT NEEDS FOR AN HR OFFICER

Developing Relationships and Workplace Achievements

BMS5102

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CONTENT PAGE

Introduction.....	slide 3
Ademic training.....	slide 4 & 5
Personal skills, Training & Development.....	slide 6 & 7
Benefits to organization.....	slide 8 & 9
Conclusion.....	slide 10
Reference.....	slide 11

INTRODUCTION



ORGANIZATIONS GROWTH

DEPENDS ON

EMPLOYEE

THEREFORE

**AN HR TRAINING AND DEVELOPMENT
IS NEEDED**

TODAY



I GOT HIRED BY SLEEPEEZEE



**AS THEIR
HR OFFICER
FOR THE FIRST TIME**



ACADEMIC TRAINING

An HR officer needs to adapt to changes and capable of making contribution to organisation's competitiveness by means of innocation.

Need of academic training course

**GENERAL
EDUCATION**

**HUMAN
RESOURCES
MANAGEMENT**

**LABOUR
RELATIONS**



ACADEMIC TRAINING

Need of academic training course

**ORGANIZATIONAL
BEHAVIOUR**



**SUPERVISION
SKILL**



Knowledge in

LAW



STATISTIC



**INDUSTRIAL
ENGINEERING**



Scope: be more efficient at your job

PERSONAL SKILLS, TRAINING AND DEVELOPMENT

LEADERSHIP SKILLS



EFFECTIVE COMMUNICATION SKILL



TEAMWORK



PERSONAL SKILLS, TRAINING AND DEVELOPMENT

**MANAGING OF A
GOOD EMPLOYEE-
LABOUR RELATION**



**COMPUER
SKILL**



**QUALITY
INITIATIVES**



**KNOWING THE
COMPANY'S
BEHAVIOUR
POLICY**



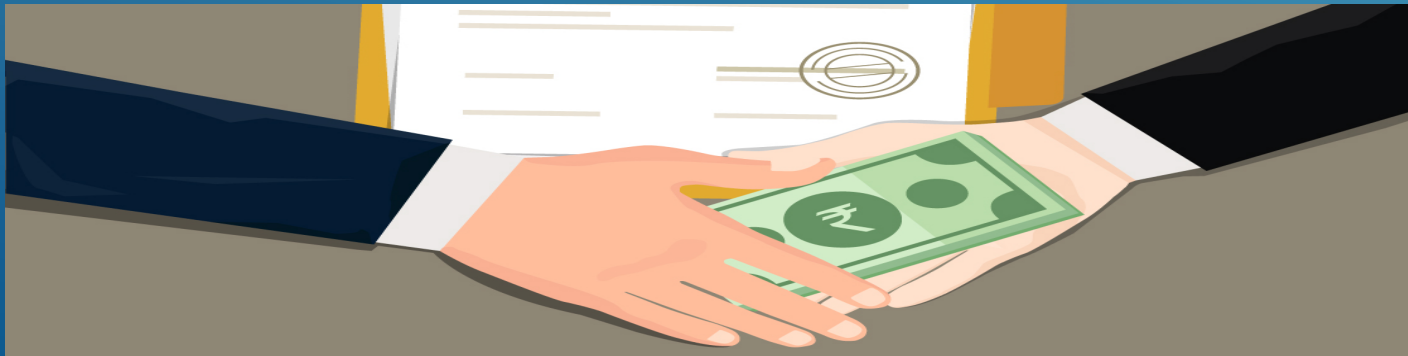
**SKILL OF
INFLUENCE AND
PERSUASION**



BENEFITS TO THE ORGANIZATION

HR officers are important to organization because they facilitates different aspect of the organization they are part of. Some of the benifits they bring are:

**CONTRIBUTION TO
CORPORATE
DECISION MAKING**



**HELP IN THE
DEVELOPMENT OF
A COMPENSATION
STRUCTURE**

BENEFITS TO THE ORGANIZATION

**AID IN TRAINING
AND DEVELOPMENT
OF NEW EMPLOYEES**

**MANAGE THE
SELECTION AND
RECRUITING**



**PEACE AND legal
advice IN THE
WORKPLACE**





CONCLUSION



ORGANIZATIONS'S SURVIVAL

DEPENDS ON

EMPLOYEES

THEREFORE

HRM DEPARTMENTS NEED TO BE WELL EQUIPPED

SO THAT

THEY CAN EXECUTE THEIR DUTIES



REFERENCE

