



[Developing Relationships and Workplace Achievement](#)

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Training and Development needs for a HR manager

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Introduction

What is HR ?

- HR is short term of human resources. A human resources manager is responsible for managing the activities of a company's human resources division.

(Indeed.com, 2023)

HR handle duties such as :

- Employees relations
- Monitor and guide employees
- New staffs recruitment process
- Employees training and development
- Managing payroll - benefits and salary
- Compliance with laws and regulations

(Indeed.com, 2023)



HR Job in McDonald's restaurant ltd

Company Description

McDonald's restaurant ltd is regarded as a global leader in the fast-food Brand, not only for the quality of food but also for the level of workforce. As our 24-hour business continues to grow, we are currently looking to expand our leadership team.

Position Description – HR manager

McDonald's restaurant ltd looking for a dynamic applicants that can develop a culture that helps give the best experience to our business environment. Building the McDonald's brand And its people, requires results-driven team player who is seeking a challenging job.

(McDonald's Restaurants, 2022).



Qualifications

- Academic qualifications
- People skills
- Managerial experience
- Strong leadership skills
- Demonstrated ability to lead a team to success in a fast-paced environment
- Excellent communication skills both in writing and speaking



Additional Details

- We'll provide you the training, knowledge, and skills. You'll finish the training and be prepared to become a HR manager if you're ambitious. You'll also be expected to follow all of our policies and procedures and to keep your attention on delivering a fantastic Employees experience at all times.
- Apply right now if this appears ideal fit for you. We are eager to meet you.

(McDonald's Restaurants, 2022).

HR managers skills and knowledge

Good written and verbal communication skills: HR managers must connect with employees at all the department and effectively communicate information to them.

People skills: It's important for an HR manager to establish and maintain good connections with colleagues to manage any situations professionally.

Leadership and management skills: A good leader is someone who create a positive work environment and encourages teamwork. As a HR manager, one should have good skills for managing department and organise works in a professional manner.

Problem-solving abilities: HR managers should be skilled in analysing issues, finding solutions, and putting plans into action to deal with these difficulties.

Knowledge of employment rules and regulations: HR managers need to be knowledgeable about current labour laws, regulations, and industry best practises.

(Service.gov.uk, 2023).



Training and development for a HR manager

Formal education: For a positions in a company, HR managers usually require a bachelor's degree in business management, (Vanessa, 2022).

On job training: HR managers commonly receive on job training while working. They are able to gain practical knowledge and build the skills they require to perform their job effectively, (Vanessa, 2022).

Mentoring and coaching: A HR managers progress in their jobs and begin to take new responsibilities by working with a HR expert or mentor who can provide guidance, understanding, and help about job role, (Prospects.ac.uk, 2022).

Learning continuously: HR managers should have a growth mindset and be committed to continuous learning. They may be able to remain informed and adapt to the HR sector by regularly studying blogs, industry publications, and research reports, (Prospects.ac.uk, 2022).

Swot Analysis

Is a frameworks used to analyse and to develop a plan, (Mindtools.com, 2023)

Strength

1. Excellent People and communication skill.
2. Have good knowledge about labour rules and regulations.
3. Able to Track record and maintain recruitment proses.
4. Strong organising and time management skills
5. High skill in resolving conflict.

Weakness

1. Little experience in HR speciality.
2. Cannot adapt so easily to any kind of change.
4. Too comfortable in old procedures.



Opportunities

- 1. Regularly in continuous learning.**
- 2. Developing a professional network about recruiting and developing employees.**
- 3. Improving leadership capabilities.**

Threats

- 1. Continuous changes in job. Introducing new system.**
- 2. Technology taking over most area of HR Managers job.**
- 3. Not following govt rules properly could lead to legal action.**

Potential benefit to the organisation if company hire me and give training and opportunity for my skills to develop.

- 1. Recruiting and retention:** As a HR manager I might improve recruiting and keeping employees. This can make the company operate more efficiently and prevent suffering with fewer staff.
- 2. Employee development and training:** For the success of the company, I am able to provide development plans to employees, and organise a schedule to give opportunities for their learning and development.
- 3. Employee relations and conflict resolution:** I can deal with employees issue and give solution to any kind of conflict.
- 4. Legal compliance:** As a HR manager I can lower legal risks to the business by implementing govt rules and regulations for employees. As well as by making sure all other business related govt rules are followed strictly.

(Lincoln Search and Selection, 2018).

Conclusion

As a result, engaging a HR manager may benefit a business in a number of ways, especially dealing with recruiting, maintaining rules and regulation, and working with employees development.

However, it's important to think about whether the organisation's size, its resources, and to maintain systems properly, the HR department needs a dedicated HR manager.

Sometimes outside experts, part-time employees, or managerial involvement can help a newer or smaller businesses to maintain their HR responsibilities.

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