



## Human Resorces Professional Diploma



Etisalat Academy is the largest single-source provider of training and development solutions in the Middle East, training an average of 10,000 participants every year. In coordination with HULT International Business School, the practical business education provider and the world's most international business school, the Academy is introducing the accredited Human Resources Professional Diploma.



## Introduction

The Human Resource Diploma is a certified training program designed to meet the requirements of fresh Emirati graduates who wish to commence their career in the field of HR and don't have the time to start an academic specialized study.

This diploma aims to equip the participants with major needed knowledge for them to start their career in Human Resource Department of any organization.

Regardless the industry, sector and size of the organization; the Human Resource Diploma addresses the main topics relevant to the UAE market as a whole, and it tackles the current challenges HR professionals face in UAE business environment.

## Target Audience

Emirati high school graduates who due to time restrictions cannot join a full time HR academic program

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The program duration is 12 days in total  
11 days of experiential learning and 1 day for assessments

"Human resources are like natural resources; they're often buried deep. You have to go looking for them; they're not just lying around on the surface. You have to create the circumstances where they show themselves." - Ken Robinson

## Program Objectives

By successfully completing this program, participants will be able to:

- Realize the profound purpose of HR and how fast it evolved
- Understand the significance of HR in various business contexts
- Manage the diverse variables that affect the workplace environment and employee relation
- Get deep understanding of the different HR functions
- Be familiar with the external and internal factors that impact the HR work environment
- Raise awareness to the importance of ethics and values in the workplace and the their impact on the whole organizational culture
- Be acquainted with the UAE Labor Law and its implications to employee relations



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### Program Modules

1.Foundation and principles of HR	1 day
2.Functions of HR a.Workforce planning b.Recruitment and selection c.Training and development d.Performance Management e.Benefits and compensation f.Career development and talent management	3 day
3.Organizational Behaviour	1 day
4.HR Information System	1 day
5.UAE labour law	1 day
6.Organizational Culture and diversity	1 day
7.Workplace ethics and values a.Emotional Intelligence b.Time Management c.Team Building and Motivation	3 day
Assessments	1 day

