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SHRM® Essentials of Human Resource Management Certificate

Course Status Not Yet Available

Course Code PMG0151W10

Description Managers and supervisors in today's organizations find themselves handling more human resource management responsibilities than ever before, and often they don't have the knowledge or skills to deal with these responsibilities. Get a solid foundation in basic human resource principles as you prepare to handle the challenges of day-to-day workforce management. Covers HR planning, job analysis and documentation, civil rights legislation, recruiting, training objectives and methods, disciplinary action, and more. This course provides 15 recertification hours for those who currently have PHR or SPHR certification.

For more detailed information, please go to
http://umce.memphis.edu/SHRM/HR_Essentials.htm

Days Th

Dates 4/01/10 - 4/08/10

Times 8:30 AM-5:00PM

of Hours 14

Teacher Burtch, William (Bill)

Teacher Bio Bill Burtch, SPHR, is the principal and founder of Harmony Coaching & Consulting. Having spent over 15 years in various management leadership positions, Burtch has developed extensive knowledge in the areas of customer service, management and leadership development, total quality management, culture development, human resource practices, mergers and acquisitions and call center management. In 1991 he received Marriott's highest honor, "The Prestige Award," for his outstanding contributions to the development and growth of the Fairfield Inn by Marriott chain of hotels.

**CEU(s)
Earned** 1.4

Location UofM Main Campus

Fee(s)

Course Fee \$ 629

Total Fees \$ 629