





# Course: Professional Diploma In Human Resource Management (HRM)

Code	City	hotel	Start	End	price	Language - Hours
734	Jeddah	Hotel Meeting Room	2025-09-28	2025-10-09	20450 SR	En - 50

## Overview

Human resources practitioners are faced with unprecedented challenges in meeting the needs of competitive business organizations. To meet these challenges successfully requires up-to-date information and current perspectives on the strategic alignment of the HR function with corporate objectives. The professional designation in HRM offers a current, comprehensive and practical grounding in the major areas required of a personnel generalist. All courses are conveniently scheduled and offer direct skills practice along with expert guidance from instructors who are practitioners or consultants in the field.

## Objectives

- Identify key elements in the formulation and implementation for human resources strategies.
- Development of required skills for each of the managers and leaders in the process of change.
- Analyze and assess the impact of the leadership on the performance of organizations and the need for all of them to change.
- Explain the legal concepts, which regulate the relationship between employers and workers in the United Arab Emirates.
- Explain the different legislation and laws that define the contracts, wages, working hours and safety of workers in the workplace, as well as the laws of termination of services and compensation.



- Explain the importance of strategic management of human resources in the organization's performance and performance.
- Assessment of the business environment and selecting appropriate rewards and their impact on the performance and commitment of staff.
- Apply of modern techniques and methods in the process of recruitment and selection in human resources.
- Compare between different methods and programs in the process of selection and evaluation.
- An assessment of the impact of incentives and rewards for the performance of the staff in the Organization.

## **How to prepare a professional diploma**

- The diploma is held by the direct training system
- Number of hours 80 training hours
- Classes start at 08:00 am and end at 05:00 pm

## **Certificates**

- The trainee is given a certificate documenting his attendance, participation and interest in the diploma, attested by the Swedish Ministry of Foreign Affairs
- 80% of the diploma hours must be completed to obtain the certificate

## **Advantages of attending and participating in diploma activities with the Scandinavian Academy for Training and Development in the Kingdom of Sweden**

- After completing the diploma and successfully passing it, the trainee participating in the diploma gets a training scientific bag that includes:
  - An integrated training package containing (certificate of attendance, participation and interest in the diploma attested by the Swedish Ministry of



Foreign Affairs - the scientific material for the diploma)

- The Scandinavian Academy for Training and Development is a specialized training company registered in the Kingdom of Sweden under the number - 559173-7431
- The certificate issued by the Scandinavian Academy for Training and Development is not considered an academic certificate, but rather a professional certificate documenting participation and attendance in training activities. All attestations of the certificate are commercial attestation only, not academic.

## **Program Contents:**

### **Introduction to Human Resource Management**

### **Human Capital Planning & Talent Acquisition**

### **Talent Management**

- (Performance Management).
- (Training, Career Development & Succession Planning)

### **Organization Development & Change Management**

### **AE Employment Law & Legal Aspects of HRM**

### **Strategic Compensation & Employee Benefits.**

### **Employment Relation & Risk Management.**



The Scandinavian Academy for Training Center adopts the latest scientific and professional methodologies in training and human resource development, aiming to enhance the efficiency of individuals and organizations. Training programs are delivered through a comprehensive approach that includes:

- Theoretical lectures supported by PowerPoint presentations and visual materials (videos and short films).
- Scientific evaluation of participants before and after the program to measure progress and knowledge acquisition.
- Brainstorming sessions and practical role-playing to simulate real-life scenarios.
- Case studies tailored to align with the training content and participants work nature.
- Assessment tests conducted at the end of the program to evaluate the achievement of training objectives.

Each participant receives the training material (both theoretical and practical) in printed form and saved on a CD or flash drive. Detailed reports, including attendance records, final results, and overall program evaluations, are also provided.

Training materials are prepared professionally by a team of experts and specialists in various fields. At the end of the program, participants are awarded a professional attendance certificate, signed and accredited by the Scandinavian Academy for Training Center.

### **Program Timings:**

- 9:00 AM to 2:00 PM

### **The program includes:**

- A daily buffet provided during the sessions to ensure participants comfort.
- A closing ceremony on the final day to distribute certificates and celebrate participants achievements.