

Empower Excel Elevate

10 Weeks Program in
**HUMAN
RESOURCE**
Integrated with Top experts from MNCs



ABOUT COMPANY

An Idea of learning and upskilling every single day for the hope of a better tomorrow.

LearnFlu is nothing but an Idea. An Idea of learning and upskilling every single day for the hope of a better tomorrow. LearnFlu is also a disease, which every being alive wishes to have. A disease of learning something new and interesting for the growth they desire

SUCCESS



WE OFFER



PROGRAM HIGHLIGHTS

WHY THIS PROGRAM IS YOUR BEST CHOICE

- 01 LIVE INTERACTIVE SESSIONS WITH INDUSTRY EXPERTS
- 02 MENTOR-DRIVEN SPRINT-BASED REAL-WORLD TEAM PROJECTS
- 03 LIVE MENTORSHIP
- 04 PERSONALISED MENTORSHIP AND CAREER GUIDANCE
- 05 CAREER ASSISTANCE
- 06 DOUBLE CERTIFICATION & CREDIT REPORT
- 07 PLACEMENT ASSISTANCE

COURSE CURRICULUM



This "HR Curriculum" provides a comprehensive understanding of key HR functions, from job analysis and resource planning to recruitment, placement, career development, and employment laws. The course will equip learners with the knowledge and skills to manage HR processes effectively while aligning them with organisational goals and ensuring compliance with legal and ethical standards.

Module 1: Introduction to Human Resource Management (HRM)

Chapter 1: Overview of Human Resource Management
- Definition and importance of HRM
- Evolution of HRM: from administrative to strategic role
- Key functions and responsibilities of HR professionals

Chapter 2: Strategic HRM and Organisational Goals
- Aligning HR strategies with business objectives
- HR's role in organisational development and change management
- HR metrics and analytics for strategic decision-making

Chapter 3: HRM Models and Theories
- Various models of HRM (e.g., Harvard, Michigan, Guest models)
- Understanding HRM as a system and its impact on performance
- Theoretical perspectives: soft vs hard HRM approaches

Module 2: Job Analysis and Design

Chapter 1: Introduction to Job Analysis
- Purpose and importance of job analysis
- Key components of job analysis: job description, job specification
- Methods of job analysis: observation, interviews, questionnaires

Chapter 2: Job Design and Role Definition
- Approaches to job design: mechanistic, motivational, and human factors
- Designing jobs for employee motivation and productivity
- Defining roles and responsibilities for different job functions

Chapter 3: Competency Mapping and Skill Identification
- Competency-based job analysis
- Identifying core competencies and skills for different roles
- Creating competency frameworks for recruitment and development

Module 3: Human Resource Planning (HRP)

Chapter 1: Importance of Human Resource Planning
- Role of HRP in achieving organisational goals
- Forecasting demand and supply of human resources
- Factors influencing workforce planning (internal and external)

Chapter 2: HRP Process and Methods
- Steps in human resource planning: from forecasting to implementation
- Techniques for workforce demand and supply analysis
- Scenario planning and contingency planning in HRP

Chapter 3: Succession Planning and Talent Management
- Identifying high-potential employees for key roles
- Developing succession plans for leadership continuity
- Talent management strategies for attracting and retaining top talent

Module 4: Recruitment and Selection

Chapter 1: Recruitment Process and Strategies
- Recruitment methods: internal vs. external
- Strategies for attracting top talent (employer branding, digital recruitment)
- Recruitment challenges and trends (AI, social media, diversity)

Chapter 2: Selection Methods and Best Practices
- Steps in the selection process: from application to hiring decision
- Tools for selection: interviews, psychometric tests, assessment centres
- Evaluating candidates and minimising biases in the selection process

Chapter 3: Onboarding and Induction Programs
- Importance of onboarding for employee retention and engagement
- Designing effective induction programs for new hires
- Orientation techniques and tools for smooth integration

Module 5: Placement, Internal Mobility, and Performance

Chapter 1: Employee Placement and Role Fit
- Matching employees to the right roles based on skills and competencies
- Challenges in employee placement and role transitions
- Job rotations and lateral moves for skill development

Chapter 2: Internal Mobility and Career Advancement
- Internal job postings and promotion policies
- Benefits and challenges of internal mobility (vertical and horizontal)
- Career pathing and opportunities for growth within the organisation

Chapter 3: Performance Management Systems
- Objectives of performance management
- Designing and implementing performance appraisal systems
- Providing feedback, coaching, and managing underperformance

Module 6: Career Planning and Development

Chapter 1: Introduction to Career Planning
- Importance of career planning for employees and organisations
- Career stages and progression models
- Tools and techniques for effective career planning

Chapter 2: Employee Development Programs
- Identifying development needs through training and development assessments
- Designing individual development plans (IDPs) for career growth
- Leadership, coaching, and mentoring programs

Chapter 3: Managing Career Transitions
- Handling career changes, promotions, lateral moves, and retirements
- Career counselling and development resources for employees
- Strategies for managing mid-career crises and transitions

Module 7: Employment Laws and HR Compliance

Chapter 1: Overview of Employment Laws
- Introduction to employment laws: objectives and importance
- Key labour laws: minimum wages, equal employment opportunity (EEO), and occupational safety
- Understanding contract law and employee rights

Chapter 2: Legal Aspects of Recruitment, Selection, and Termination
- Legal considerations in recruitment and selection processes
- Avoiding discrimination and ensuring compliance with labour laws
- Handling employee termination, layoffs, and the legal implications

Chapter 3: HR Policies, Ethics, and Compliance
- Designing HR policies for compliance with laws and regulations
- Ethical issues in HRM (privacy, data protection, workplace diversity)
- Monitoring and auditing compliance with legal requirements

Module 8: Capstone Project and Future of HR

Chapter 1: Case Study: HR Strategy for an Organization
- Analysis of a real-world HR strategy and organisational outcomes
- Designing an HR strategy for workforce planning and talent management
- Aligning HR initiatives with business goals

Chapter 2: Capstone Project: Building an HR Plan
- Creating a comprehensive HR plan for recruitment, selection, and career development
- Developing policies for internal mobility and employee engagement
- Ensuring compliance with employment laws in the HR plan

Chapter 3: Future Trends in HR and Technology
- Role of technology (AI, HR analytics, HRIS) in transforming HR functions
- Trends in remote work, gig economy, and workforce flexibility
- Preparing HR for the future: continuous learning, diversity, and inclusion

2 Weeks Major Projects

Jobs You Can Apply

- ◆ HR Executive / HR Assistant, ₹2.5 – 5 LPA
- ◆ Recruitment Specialist / Talent Acquisition Specialist, ₹3 – 7 LPA
- ◆ HR Generalist, ₹4 – 8 LPA
- ◆ HR Manager, ₹8 – 15 LPA
- ◆ Training and Development Manager, ₹6 – 12 LPA
- ◆ Compensation and Benefits Analyst, ₹5 – 10 LPA.

Projects

- ◆ Employee Experience Enhancement Platforms
- ◆ AI-Driven Recruitment Automation
- ◆ Diversity, Equity, and Inclusion (DEI) Initiatives

TOOL BOX



MEET YOUR MENTOR



Ms. Teju
Company : MNC
Experience : 4+ years

Ms. Teju is a highly accomplished HR professional with extensive expertise in human resources management. With a proven track record, she has successfully led and managed teams, overseeing a workforce of 150+ employees. Teju's wealth of experience in HR spans various aspects of personnel management, talent acquisition, employee engagement, and organizational development. Her dedication to fostering a positive work environment and enhancing employee relations has been instrumental in driving team success. Teju's profound understanding of HR intricacies, coupled with her strategic approach, positions her as a valuable mentor. As an expert in HR, she brings invaluable insights and practical knowledge, making her an ideal guide for individuals seeking to excel in the dynamic field of human resources.

PLACEMENT SERVICES

- REACH YOUR DREAM JOB :
AT LEARNFLU, WE'RE DEEPLY COMMITTED TO YOUR LEARNING JOURNEY AND DEDICATED TO YOUR CAREER SUCCESS. OUR COMPREHENSIVE PLACEMENT SERVICES ARE TAILORED TO EQUIP YOU WITH THE SKILLS, CONFIDENCE, AND CONNECTIONS NECESSARY TO SECURE YOUR DREAM TECH JOB
- RESUME PREPARATION :
CRAFT A STANDOUT RESUME WITH EXPERT GUIDANCE TO EFFECTIVELY HIGHLIGHT YOUR SKILLS AND EXPERIENCE, ENSURING YOU CATCH THE ATTENTION OF RECRUITERS.
- SOFT SKILL PREPARATION :
ELEVATE YOUR COMMUNICATION, TEAMWORK, AND LEADERSHIP ABILITIES WITH ENGAGING LIVE SESSIONS AND CUSTOMIZED FEEDBACK, DESIGNED TO HELP YOU EXCEL IN ANY PROFESSIONAL SETTING.
- HIRING PARTNERS & CAREER PORTAL :
GAIN ACCESS TO LEADING TECH COMPANIES THROUGH OUR EXTENSIVE NETWORK OF HIRING PARTNERS AND OUR EXCLUSIVE CAREER PORTAL, DESIGNED TO CONNECT YOU WITH YOUR IDEAL JOB OPPORTUNITIES.
- MENTORSHIP
GAIN HANDS-ON EXPERIENCE THROUGH INTERNSHIPS AND MENTORED PROJECTS, EARNING AN INDUSTRY CERTIFICATE

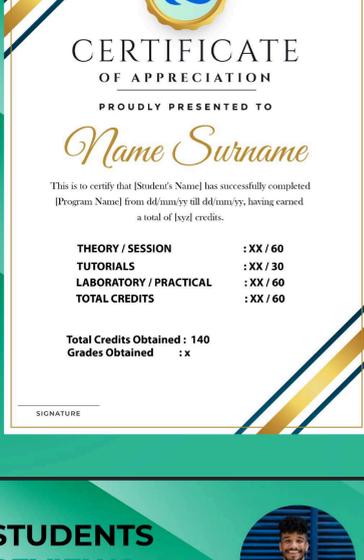
ADDITIONAL SERVICES

- LinkedIn optimization
Optimizing your LinkedIn profile can greatly enhance your professional online presence and increase your.
- Career Guidance
Career guidance plays a vital role in helping individuals navigate the complex and often challenging world of work.
- Career Opportunities
Career opportunities are essential as they provide pathways for personal and professional growth, financial stability, and the fulfillment of individual potential and aspirations.
- Hands-on experience
The importance of hands-on experience, especially in the context of professional development and education, is very substantial to land your first job.
- Personality Development
Personality development is crucial as it enhances overall personal growth, fosters confidence, and improves interpersonal skills, leading to success in both personal and professional life.



CREDIT VALIDATION REPORT

COURSE COMPLETION CERTIFICATE



INTERNSHIP COMPLETION CERTIFICATE



STUDENTS REVIEWS

- Sravan** ★★★★★
Very good internship program. My mentors are teaching me more technical stuff. I also recommend my friends to do this internship.
- Vasavi** ★★★★★
This is the best internship provider with major projects with best experienced mentors.
- Sarvani** ★★★★★
This is the best internship and training provider company with 100% job assistance.
- Raghu Roy** ★★★★★
This is the best internship provider with major projects with best experienced mentors.
- Aradhana** ★★★★★
Learnflu seamlessly merges education and technology, offering a dynamic platform for immersive learning experiences. With innovative tools and engaging content, Learnflu elevates the educational landscape.

Kashish Yadav

Very good Internship program. My mentors are teaching me more technical stuff. I also recommend my friends to do this internship.

Dinakaran

Thank you so much learnflu for giving this wonderful opportunity and developed my knowledge.

Aju Koshan

I enrolled for web Data Analysis Program for April batch and yesterday was my induction session and session was so good and the mentor Syed Ateem have given very insightful information about this internship & Training Programme and I am very much excited regarding the program

Priya

This is a very good learning platform which offers students training and internship program

OUR ALUMNI WORKS AT



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