



Ministry of Micro, Small and Medium Enterprises,
Government of India



ISO 9001 : 2008
ISO: 14001:2004

MSME TECHNOLOGY DEVELOPMENT CENTRE (CDGI)

MINISTRY OF MICRO, SMALL & MEDIUM ENTERPRISES, GOVT. OF INDIA

- A1/1, Industrial Area, Jalesar Road, Firozabad 283203, Uttar Pradesh
- www.cdgiindia.net

BRIEF DESCRIPTION OF TRAINING PROGRAMME

Human Resource ANALYTICS (HRA) TRAINING

- Fundamentals of HRM: Definition, Core of HRM, Features of HRM.
- Significance of HRM, Scope of HRM, Objectives of HRM and Functions of HRM.
- Evolution of HRM and Challenges in HRM.
- Recruitment: Definition and features of recruitment
- Features of recruitment
- Sources of recruitment
- Recruitment policy, recruitment process, recruitment practices.
- Career planning and guidance: Features & Objectives of career planning, process.
- Merits and limitations of career planning.
- Measures to improve career planning.
- Performance evaluation & job evaluation: Introduction, objectives and criteria for performance evaluation.
- Process, characteristics, methods and issues in performance evaluation.
- Job evaluation, characteristics of job evaluation, the job evaluation process, methods of job evaluation, benefits of job evaluation.
- Limitations in job evaluation, Enhancing job evaluation.
- Employee welfare, Social Security and Employee grievances.
- Introduction, features, types, theories of employee welfare, merits of welfare measures and limitations, techniques of grievance
- Identification, sources of grievance and grievance redressal procedure.

Date- 19 to 20 March, 2022 (2 Days, 5 to 8.30 PM)

1) Course Fee: Rs. 2500/-

Please find below bank details

PAYMENT TO BE MADE ONLY IN CDGI ACCOUNT

Online (NEFT) Transfer to M/o MSME Technology Development Centre CDGI Account

Name: Centre for the Development of Glass Industry

Bank: Axis bank ltd ,

A/c No. 672010100020712

IFSC Code: UTIB0000672

Pls send screenshot of payment details for seat confirmation

FOR MORE DETAILS PLEASE CONTACT:

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