



one day Workshop on

HR Management HR for Non HR Managers

April 26, 2017

[09:30 AM to 04:30 PM]

Sunfort Hotel, Lahore



INTRODUCTION

HR Management has gone through a number of twists and turns over the last 2 decades. The speed of change had been tremendous. From control and discipline in the early 20th century to ensuring compliance and by the end of 20th century reaching at education and inspiration role of HR. There is still more to come and it is already in the air "Leadership". HR is to be seen in the leadership role. Many organizations have already done so, those who haven't need to catch up. This one day program is designed to leverage that essential ingredient of HR in the HR professionals. The program will carry practical implications of many of current HR jargons and procedures and help to identify what future implications these steps have. The program will help not only HR Managers but non HR Managers as well in understanding this key function in the organizations.

ABOUT SOFTAX

Softax (Private) Limited has been established in 1997 with an objective to part with affordable quality training in the field of Taxation & Corporate laws, Internal Audit, Accounting and Finance etc. by introducing a unique teaching concept of "learning for solutions". Today Softax is proud to have trained over 25,000 Corporate Executives and arranged more than 800 workshops and short courses.

Workshop on



HR Management

HR for Non HR Managers

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Sunfort Hotel, Lahore**CONTENTS**

HR as a profession not an industry
Key roles that HR Managers play
Change agents and Messengers
Understanding the complexities of HR profession
Bridging the staff and management gap
Putting your foot down and standing on it
Being a growth partner
Handling people and understanding their behaviors
Forced respect vs willing respect
Open doors – but how much
Articulate change and.....run through it too.
Grace, honor and power – getting all.
Putting your foot down and standing on it
Open doors....but how much
Articulate change.....and run through it

Registration Details

Please send the following information of the participant(s) through e-mail at training@softax.com.pk or adeel@softax.com.pk

1. Name of Participant
2. Designation
3. Organization
4. Telephone #
5. Cell #
6. E-mail

Workshop Investment:

Up to last Date: **Rs. 12,995/-**
After last Date: **Rs. 13,995/-**
+16% P.S.T

(Inclusive of Course Material, Relevant Case Studies, Lunch, Tea, and Certificate of Participation.)

Last date for registration:
24-April-2017

www.softax.com.pk**Resource Person****Mr. Umer Raza - MCIPD UK**

"Umer is engaged with the Human Resource, career development/advisory and counseling profession for over twenty years. He is Chartered Member of coveted Chartered Institute of Personnel and Development UK. Umer has served in diverse industries of Pakistan as head of Human Resource Department. His career includes training and consultancy firm Ace Consulting Group, Manufacturing company Crescent Bahuman Ltd., hospitality industry, two of the large luxury hotels i.e. Faisalabad Serena Hotel and Islamabad Serena Hotel and Technology industry giant i.e. Trans World Associates which is a subsidiary of Orascom Telecom.

He has also provided his services in a number of public, private and development sector projects. These projects range from Capacity Building, Organizational Development Studies, Recruitment & Selection, Policy Level interventions and Change Management Process. He has also spoken on the concept of Change and HR at professional forums such as Human Resource Forum Islamabad and Institute of Chartered Accountants of Pakistan. He is also co-author of a book "CHOOSE OR BE CHOSEN".

**For more details, please contact:****Mr. Adeel Afzal**

(Workshop Coordinator)
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