



GOA INSTITUTE OF MANAGEMENT
THE LEARNING NEVER STOPS



T V Rao Learning Systems

HRD Gurukul

HR Essentials Certification Program



Launching Your HR Journey...

This **3-month certification program**, designed for working professionals with 4-8 years of experience or people managers, provides a comprehensive foundation in **Human Resource Management (HRM)** functions. It equips participants with the knowledge and skills to navigate HR systems and processes, support talent management initiatives, and contribute strategically to organizational success.

The program comprises **seven modules**, each with 4 hours of interactive learning. Each module will be supported by individual and group project for deep understanding of the concept and their application in the real world scenario of HR process.

Learning Methodology

- Interactive lectures and discussions
- Case studies and real-world scenarios
- Guest speaker sessions from HR professionals
- Group activities and project work
- Online learning resources and self-paced activities

Target Audience

- Professionals seeking a career transition to HR
- People managers with limited HR experience
- Individuals aiming to strengthen their understanding of HR functions

Program Benefits



Gain a strong foundation in core HR concepts, systems and practices in understanding the strategic role of HR in organizational success.



Real-World Case Studies: Apply your learnings to solve actual challenges faced by organizations.



Learn from the Best: Gain insights from high-yield learning sessions led by faculty of GIM and TVRLS under the mentorship of **Dr. T V Rao** who along with **Dr. Udai Pareek** introduced the concept of Human Resources Development in India.



Skill-Building Focus: Develop practical skills for talent acquisition, performance management, and employee relations.



Career Advancement: Expand your network, enhance your marketability and propel your career forward within the HR field.



Valuable Credentials: A joint certification by GIM & TVRLS

Program Structure

- Module 1 : **Introduction to HRM**
- Module 2 : **People Planning & Talent Acquisition**
- Module 3 : **Performance Management & Development**
- Module 4 : **Talent Development & Management**
- Module 5 : **HR Business Partnering**
- Module 6 : **People Analytics**
- Module 7 : **ADCs, 360 DF & Future of work**



Module 1 : Introduction to HRM

Learning Objectives

- Define the role of HR in an organization.
- Understand the core HR functions and their interrelationships.
- Explore critical HR legislation and compliance requirements.

Takeaways

- Comprehensive overview of the HR landscape.
- Knowledge of essential HR terminology and practices.
- Ability to identify key legal and ethical considerations in HR.



Module 2 : People Planning & Talent Acquisition

Learning Objectives

- Understand Competency Mapping and its role in Talent Management.
- Develop workforce planning strategies aligned with business goals.
- Design an effective recruitment and selection process.
- Understand employer branding and talent attraction strategies.
- Explore critical HR legislation and compliance requirements.

Takeaways

- Skills to assess workforce needs and develop a talent acquisition plan.
- Knowledge of best practices for sourcing, screening, and interviewing candidates.
- Ability to attract and retain top talent.



Module 3 : Performance Management & Development

Learning Objectives

- Design and implement effective performance management systems.
- Conduct constructive performance conversations and provide feedback.
- Explore PMS based Training & Development Programs.

Takeaways

- Skills to set clear performance expectations and measure employee contributions.
- Knowledge of strategies for enhancing employee motivation and performance.
- Ability to design and deliver meaningful training programs.



Module 4 : Talent Development & Management

Learning Objectives

- Crafting a Meaningful Work Experience: Strategies and Best Practices
- Develop strategies for employee retention and engagement.
- Design and implement successful career development programs.
- Understand the principles of compensation and benefits administration.

Takeaways

- Knowledge of strategies to boost employee morale and build a strong organizational culture.
- Skills to design and implement career development plans for employees.
- Ability to contribute to employee compensation and benefits discussions.



Module 5 : HR Business Partnering

Learning Objectives

- Understand the role of the HR Business Partner and their collaboration with business leaders.
- Develop strategies for aligning HR practices with business objectives.
- Master effective communication and influencing skills in the HR context.
- Understand the ethics and values in HR, managing conflict and cross-cultural issues.

Takeaways

- Knowledge of how HR functions can support and contribute to business strategy.
- Skills to partner effectively with line managers and business units.
- Ability to advocate for the strategic value of HR initiatives.



Module 6 : People Analytics

Learning Objectives

- Understand the role of data and analytics in HR decision-making.
- Apply metrics to assess the effectiveness of HR programs.
- Reporting and story telling through HR Data.
- Leverage data to identify trends and inform HR strategies.

Takeaways

- Ability to interpret HR data and translate it into actionable insights.
- Knowledge of how to utilize data for workforce planning, talent management, and other HR functions.
- Skills to leverage data-driven decision-making for improved HR outcomes.



Module 7 : ADCs, 360 Degree Feedback and Future of Work

Learning Objectives

- Understand various Leadership development Interventions like 360 Degree Feedback and Assessment and Development centres.
- Understand basic concepts of Organization Development and align interventions with the changing nature of work.
- ADCs with a focus on critical competencies for today & the future.

Takeaways

- Appreciate the need for building leaders and leadership competencies.
- Have an overview of current developments and practices in HR.



This HR Essentials Certification Program empowers individuals seeking to launch or enhance their careers in HR. By providing a strong knowledge base, practical skills, and exposure to current HR trends, the program equips participants to excel in today's dynamic HR landscape.

Session Details

Start Date : **April 12, 2025**
Frequency : **Every Alternate Saturday**
Duration : **3 months**
Time : **9.00 AM to 01.30 PM**



Programme Fee

Total Programme Fee – **INR 65,000** + Tax
Instalment 1: **INR 35,000** + Tax at the Time of Registration
Instalment 2: **INR 30,000** + Tax On or **Before Beginning of Module Six**

Contact Us

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Registration link: <https://register.gim.ac.in/mdp/index.php?mdp=14bfa6bb14875e45bba028a21ed38046>

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Goa Institute of Management (GIM)

Founded in 1993, Goa Institute of Management has evolved into a premier management education institution. With a faculty of over 85 full-time members, GIM offers a comprehensive two-year full-time Post Graduate Diploma in Business Management (PGDBM) and a Fellow Program in Management.

GIM has established itself as a leader in executive education and training, embodying a holistic approach to management education. The institute continually updates its programs and introduces new offerings to meet industry requirements and adapt to changing trends.

Our mission is "To create knowledge and develop responsible and agile leaders at the forefront of cutting-edge business practices." To achieve this, we have built our capabilities around participative learning, enabling us to become a leader in executive training programs across India.



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About TVRLS

"We are all born Talented". This talent, however, needs to be continuously recognized, nurtured and developed. Workplaces are platforms for identifying, utilizing, and developing talent.

Through appropriate systems, processes, and practices, leadership talent should be brought out and put to use.

It is precisely with this intention, that TVRLS was founded on April 26th, 1996 by Prof. T.V. Rao. Headquartered in Bangalore, the main focus of TVRLS is to facilitate talent discovery and its development at an individual level and organizational level. Our uniqueness lies in using an all-around approach of research, books, experience, and expertise to offer a range of HR consulting solutions that will help you take a quantum leap into organizational excellence and talent management.



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