

CIPD Certificate in Human Resource Management (CHRM) #5

Programme Structure



Module I (2 days)

Developing Professional Practice

- Understand what is required to be an effective and efficient HR professional.
- Be able to perform efficiently and effectively as a self-managing HR professional.
- Be able to perform efficiently and effectively as a collaborative member of working groups and teams and as an added-value contributor to the organisation.
- Be able to apply CPD techniques to construct, implement and review a personal development plan.

Module II (3 days)

Business Issues and the Contexts of Human Resources

- Understand key contemporary business issues affecting the HR function within private, public and third sector organisations.
- Understand the main external contextual factors impacting on organisations and the HR function.
- Understand the role of HR in the managing of contemporary business issues and external contexts.
- Understand how organisational and HR strategies and practices are shaped and developed.
- Know how to identify and respond to short-term changes in the business and external contexts.

Using information in HR

- Know how to identify and scrutinise appropriate HR data sources.
- Be able to conduct small-scale research and analyse the findings.
- Be able to draw meaningful conclusions and evaluate options for change.
- Know how to deliver clear, business-focused reports on an HR issue.

Module III (3 days)

Managing and Co-ordinating the Human Resources Function

- Be able to explain the purpose and key objectives of the HR function in contemporary organisations.
- Understand how HR objectives are delivered in different organisations.
- Understand how the HR function can be evaluated in terms of value added and contribution to sustained organisation performance.
- Understand the HR function's contribution to effective change management.
- Be able to explain the role of ethics and professionalism in HR management and development.
- Understand the relationship between organisational performance and effective HR management and development.

Module IV (2 days)

Resourcing and Talent Planning

- Understand key contemporary labour market trends and their significance for different kinds of organisation and in different country contexts.
- Be able to undertake core talent planning activities.
- Know how to contribute to the development of resourcing strategies.
- Be able to manage recruitment and selection activities effectively and within the expectations of the law and good practice.
- Understand how to maximise employee retention.

Module V (2 days)

Reward management

- Understand the business context of reward and the use of reward intelligence.
- Understand the key perspectives that inform reward decision making.
- Understand key reward principles, policies and practices.
- Understand the role of line managers in promoting a performance culture, in reward decision making and driving sustained organisation performance.

Structure of CHRM:

- 6-8 month study programme certified by CIPD delivered by PwC's Academy
- 12 training days spread over the period from October 2015 – April 2016
- Webinars/virtual classrooms after each module (60 minutes, case study based)
- Assessment in a form of an essay/case study/report/presentation of 3000 words submitted through VLE to CIPD assessors for marking after each module (**No exams**)
- Self-directed learning (recommended list of reading - books, articles and researches; time investment of approximately the same number of hours as for the classroom training)
- Personal tutor support
- Language is English

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