



LUMS

Raising Executive
Development Centre

BUILDING BLOCKS OF HUMAN RESOURCE MANAGEMENT

August 19 - 22, 2024

Suleman Dawood
School of Business



BUILDING BLOCKS OF HUMAN RESOURCE MANAGEMENT

Building Blocks of Human Resource Management is a rigorous 4-day programme during which HR professionals develop an understanding of the fundamental and critical building blocks of a performance-driven human resource management system.

This programme enhances your knowledge of the HR function and related processes while building practical and demonstrable skills required to manage HR both at the departmental and organisational level. You get a chance to connect the role of HR processes with performance, results, and value creation for organisational success. The programme exposes you to the core tools and techniques which effectively contributes to generating value in you as an HR professional. Working in small groups on HR Projects and HR simulation provides hands-on experience to develop performance-driven HR systems and implement best HR practices.

PROGRAMME COVERAGE

The Programme coverage includes:

- Role of HR in organisations
- Job analysis and design
- Recruitment and selection
- Performance appraisal systems and processes including feedback
- Training and development
- Contemporary topics in HR: Balance scorecard, HRIS, ROI on HR, and managing HR in an economic downturn
- Hands-on experience with HR Simulation to implement best HR Practices

Programme Date:	August 19 - 22, 2024
Programme Fee:	PKR 160,000
Residential Fee:	PKR 75,000 (Optional)
Venue:	Rausing Executive Development Centre, LUMS

WHO SHOULD ATTEND

The programme is designed for HR Business Partners, Human Resource executives, people who are looking to move into HR function, Line Managers, and Unit Heads who manage their own HR function.

PROGRAMME BENEFITS

The programme focuses on conceptual and practical aspects of the HR function. Through a blended approach using case studies, experiential learning simulations, and HR projects, you will get insights:

- Creating value through main HR functions such as job analysis, recruitment, and selection, performance management, etc.
- Developing skills and competencies required to lead an effective HR function with an expanded role in the organisation
- Managing the linkages and consistencies between different HR functions
- Enhancing HR decision-making skills in different situations and contexts and linking them to organisational performance
- Developing capabilities to implement effective HR systems
- Modern trends and issues in managing HR

“REDC has been a great learning experience; it is not only a great networking opportunity but also gives insights about how HRM is managed in other organisations. Happy to be a part of it.”

Mariam Masood
Center for Economic Research in Pakistan

“This programme has opened new dimensions of learning for me which will definitely help me grow in my career and prosper in the future endeavors.”

Sohail Abbas
Zameen.Com

PROGRAMME DIRECTORS

JAWAD SYED

Professor

PhD, Macquarie University, Australia, Academic FCIPD

Research Interests:

Leadership; Teams and Organisational Development;
Human Resource Management; Change Management and
Strategy; Business Communications; Gender and Diversity
in Organisations; Ethics and Human Rights

MUHAMMAD ABDUR RAHMAN MALIK

Associate Professor

PhD, LUMS University

Research Interests:

Creativity; Motivation; Performance Management Systems;
Team Building and Leadership

TERMS AND CONDITIONS

ADMISSION PROCESS

Applications will be screened with regard to the suitability of the individual participant profile for the programme. Kindly ensure the submission of your online application by the deadline. Our online application form is available at

<https://redc.lums.edu.pk/programme-calendar>

**Seat in the programme will be reserved on a first-come, first-served basis.*

PROGRAMME FEE

The fee includes tuition costs, reading material, tea, and lunch served during the programme. If you wish to avail accommodation at LUMS, there will be an additional fee. It includes accommodation, breakfasts, and dinners for the duration of the programme. However, any extra charges such as telephones, extra meals, etc., should be paid on departure. You may check in on the evening preceding the start date of the programme and check out the morning after the programme ends. You are, however, requested to inform us of the time of your arrival and departure.

ACCOMMODATION

We offer single bed accommodation at the Rausing Executive Centre. Each bedroom with an attached bathroom is equipped with a mini-fridge, writing desk, and a direct dial STD/ISD telephone and cable TV. All bedrooms at REC are internet-ready. Please note we do not provide accommodation for drivers accompanying participants.

PAYMENT

Payment is due upon receipt of the acceptance email/letter along with the invoice. Please ensure that the payment reaches the office BEFORE the start of the programme. Space in the programme may only be ensured after we receive the fee. Payment can be made directly through:

- Debit/credit card by visiting <https://pay.lums.edu.pk>. You can process the payment by selecting REDC payments from the Payment Type Section and entering a valid voucher number and access code mentioned on the voucher. Additional bank charges may apply.
- Cash, Crossed Cheque, or Pay Order/Bank Draft made in favor of "Lahore University of Management Sciences" at any United Bank- Limited (UBL) branch against the programme voucher.
- 1BILL payment option available on online/mobile/internet banking payment portals where Invoice/Voucher payment option can be found.
 - Please enter the assigned six-digits 1BILL LUMS identifier (prefix) followed by 13-digit voucher # to fetch bill details i.e., 1058674001802223140

However, the programme fee can also be paid via bank transfer. If you wish to dispatch the cheque directly to our office, please send it to:

Manager Marketing
Rausing Executive Development Centre
Lahore University of Management Sciences
DHA Lahore Cantt Pakistan
(+92 42 3560 8243)

** LUMS is a not-for-profit organisation under the Income Tax Ordinance 2001. Accordingly, the income of LUMS is not tax-deductible/collectable.*

DISCOUNT POLICY

If more than two executives from the same organisation participate (up to a group size of 5 participants), each additional participant after the first two gets a 20% discount on the programme fee.

SUBSTITUTES/TRANSFERS AND REFUNDS

If you are unable to attend a registered course, we will accept a substitute until 2 working days before the programme. Substitute candidates will be subject to the same selection process as the original one. If you wish to cancel your name from a programme, please notify in writing or on call at least 5 working days before the programme. In case of late cancellation, the course fee will be refunded after deducting an application processing fee of PKR 20,000.

It is possible to transfer the deposited fee to any open enrolment programme within 3 years. Transfers should be notified at least 5 working days before the programme. In case the participant or sponsoring organisation fails to utilise the funds within 3 years, the deposited fee will be forfeited.

Note: REDC may cancel or postpone a programme due to insufficient enrolment or unforeseen circumstances. In this case, the university will refund the registration fee but will not be responsible for any other related charges/expenses, including cancellation/change charges by airline and travel agencies.

In case of postponement, the fee may be transferred to the rescheduled offering of that programme or any other programme as an alternative to a refund. The University reserves the right to make changes in its programme policies and fees at any time.
