

***MANAGEMENT DEVELOPMENT PROGRAMMES  
2009-10***

**HR  
for  
Non-HR Executives**

**February 2010**



**AHMEDABAD UNIVERSITY**

**CENTRE FOR CONTINUING EDUCATION**

**AES POST GRADUATE INSTITUTE OF BUSINESS MANAGEMENT**

16/1, Vikram Sarabhai Marg, Opp. IIM, Ahmedabad – 380 009.

Phone: 079-2630 0048, 2630 1302

## Why should you attend?

Most Managers get to leadership positions because they have proven their excellence as individual contributors in their areas of operations and specializations. But not many have had any formal or structured orientation to managing people. Yet, its people who build organizations, achieve results, strategize for growth and bring about change. New to management or a seasoned professional, this course will help in learning and improving the essential skills that an effective manager must master in the arena of Human Resources. The programme focuses on various dimensions of Human Resource which have immense utility in both short and long term as following:

- As a manager the Organization expects a larger role
- Realization that they are the first line HR Managers
- Achievement of results through creativity, expertise and motivation of those in the team
- People are at the centre of all activities in an organization
- Processes help stretch and leverage for maximizing performance

## Programme Contents

- Importance of Human Resource
- Contemporary Issues in HR
- Acquisition of HR
- Training & Development
- Performance Evaluation
- Integration
- Attitude & Job satisfaction
- Personality & Leadership
- Motivation
- Team building

## For Whom ?

- Team Leaders and Project Leaders
- Senior and Middle level managers in Finance, Production, Operations and Marketing functions.
- Unit Heads, Plant Heads and Manufacturing Site In-charges
- Managers who play multiple roles including HR but do not have formal HR orientation

## Faculty

Core faculty for the program will be drawn from AESPGIBM and other reputed management institutes. In addition, there will be guest lectures and presentations by experts drawn from the industry.

## Methodology

The pedagogy will be a mix of class room lectures, case discussions, role plays, group assignments and presentations.

## Venue & Duration

Venue : AES PGIBM campus  
Duration: 1 Month (4 days a week)

## Registration & Fee

Program Fees (Non Residential): Rs. 4,500/- per participant

A company nominating three or more participants for the programme would be given a special discount of 10%.

The fee is to be paid in advance through a demand draft or a local cheque drawn in favour of 'AESPGIBM Centre for Continuing Education' payable at par at Ahmedabad.

**For further information, please contact:**

**Dr. Ekta Sharma:** [ektas55@gmail.com](mailto:ektas55@gmail.com)

**OR**

**Hinal Mehta:** [aespgibmcce@gmail.com](mailto:aespgibmcce@gmail.com)  
**Call: 079-26301302, 26300048, 9898917879**

CENTRE FOR CONTINUING EDUCATION  
AES Post Graduate Institute of Business Management



**AHMEDABAD UNIVERSITY**

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**NOMINATION FORM**

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**Management Development Programme**

**HR FOR NON-HR EXECUTIVES**

**February 2010**

Name of the Participant \_\_\_\_\_

Designation \_\_\_\_\_

Name of Sponsor \_\_\_\_\_

Address for Communication \_\_\_\_\_

City \_\_\_\_\_ Pin code \_\_\_\_\_

Phone \_\_\_\_\_ Mobile \_\_\_\_\_

E-mail \_\_\_\_\_ Fax \_\_\_\_\_

Current Job Responsibility \_\_\_\_\_

Expectations from this programme \_\_\_\_\_

Signature of the Participant \_\_\_\_\_

Date \_\_\_\_\_

Signature of the Sponsor \_\_\_\_\_

(Please photocopy as per requirement)