

PROSKILLZ ACADEMY



HUMAN RESOURCES MANAGEMENT

COURSE BROCHURE

Course Overview

Our Human Resource Management course has been specifically created to provide you the knowledge and skills required to succeed as a professional HR expert. In addition, this course will prepare you to take the SHRM® certification examination awarded by Human Resource Certification Institute (HRCI)®, USA.

Delegates on this programme will gain hands on knowledge on how to maximise talents to fulfil business objectives through application of industry relevant case studies.

Topics

- ❖ Strategic Business Management
- ❖ Workforce Planning, Resourcing and Assessment
- ❖ Human Resource Development & Performance Management
- ❖ Compensation, Payroll and Benefits
- ❖ Employee and Labour Relations
- ❖ Risk Management

What you get

- ✓ The ProSkillz Academy Course Manual
- ✓ Industry Case Studies
- ✓ Instructor-led Classes from Experienced Tutor
- ✓ Certificate of Course Completion
- ✓ Refreshments
- ✓ Examination Registration support

Course Delivery

Our course is a comprehensive instructor-led 4-day workshop leading to issue of certificate required to apply for the SHRM® exam. Participants would learn from industry experts through business case studies and practical scenarios.

Attendance Option

Weekend | Weekday

4 Days 4 Days

Days & Time for Classes

	Training Days	Training Time
Weekday	Mon - Thurs	10 am - 4 pm daily
Weekend	Sat & Sun	10 am - 4 pm 12 pm - 5 pm

Location

Ikoyi, Lagos

Course Fee

Registration	Tuition
₦20,000	₦130,000

Enrolment Process

1. Pay the enrolment fee (₦20,000) 2 weeks before training starts
2. Send your payment details to finance@proskillzacademy.org
3. Visit www.proskillzacademy.com, click on “Register” tab and complete Enrolment form.
4. Upon confirmation of your enrolment an electronic receipt will be sent to your mail box.
5. Pay the tuition (₦130,000) on or before training starts

6. Tuition can be paid once or in instalments
7. Instalment should be done in 2 equal payments

Account Details

Account Name: Right Skillz Business Consulting

Account Number: 0099830952

Bank: Diamond Bank

Exam Information

Project Management Professional *

No of Questions: 200

Question Type: Multiple Choice

Exam Duration: 4 hours

Exam Fee - Member: \$405 | Non – Member: \$555

Membership fee: \$139

Exam Format: Computer Based Format

Certified Associate in Project Management *

No of Questions: 150

Question Type: Multiple Choice

Exam Duration: 3 hours

Exam Fee - Member: \$161 | Non – Member: \$300

Membership fee: \$139

Exam Format: Computer Based Testing

*** Disclaimer:** Kindly note exams are optional, training can be completed and applied to business roles without sitting for the exam.

Training Goals

- ❖ Understand in detail the structure, content and flow of "A Guide to the Project Management Body of Knowledge (PMBOK® Guide)", including how it is considered most likely to appear on the SHRM® examination.
- ❖ Learn test-taking methods that will increase your chances of passing the SHRM® exam on first trial.
- ❖ Pass the SHRM® Examination.

Why choose ProSkillz Academy?

- ❖ As a trusted brand, we are known for our focus on quality teaching and ensuring YOU pass.
- ❖ We have the best tutors in the industry which is reflected in our international teaching standards.
- ❖ We provide pre, during and post course support for your convenience.
- ❖ All our training is practical because we use real industry case studies.
- ❖ As a learning centre, we have a significantly high pass rate.
- ❖ 93% of our participants come back to us for further training, and we provide value for money.
- ❖ We have some of the most comfortable training venues.

Contact Us

- 📞 Call us on +234 (0) 908 257 2437
- ✉ Reach us via info@proskillzacademy.com
- 🌐 Visit www.proskillzacademy.com