



AccentCorporate
COMPANY TRAINING SOLUTIONS

English for Human Resources

A one-week course for HR Specialists

Dates

February 24-28 2020

May 04-08 2020

Nov 09-13 2020

Course Structure

This is 40-hour intensive group course for a maximum of 6 HR managers. The course runs from 09.00 to 17.00, Monday to Friday. Trainers are all experienced professionals in this area.

Course Content

We shall try to include the special areas of interest of the participants but the core content will cover:

- Describing organisations
- HR Meetings
- Training
- Motivation
- Compensation
- Quality
- Recruitment
- Restructuring
- Appraisal
- Appraisal
- Industrial Relations
- Legislation
- Career Development
- Profiling
- Teams and Teambuilding
- Report-writing
- Presentation of HR information

Admission Criteria

Age: 23 minimum

English Level: Intermediate minimum

Course Price: £1040 per person per week

This includes all daily transport, lunch with trainers in pubs/restaurants, midweek social evening, materials, daily refreshments, end of course report etc.

Accommodation: Available in Executive Host Families, Hotels or Apartments from £335 per week.