

Measure Human Resource Functional Effectiveness (SFw HR)

Participants will be awarded the **Statement of Attainment** for HRS-BIN-4093-1.1 Operational Excellence upon successful completion of the course.

Course Objective

The course will address the skills and knowledge required to measure the effectiveness of human resource functions. It covers prioritizing functions requiring measurement, developing measurement processes and reporting the outcomes.

Target Audience

Human resource executives and managers.

Course Outline

➤ Determine priorities for measurement of human resource functions

- Review human resource plans and strategies to prioritise functional areas for measurement
- Identify and select appropriate methods for measuring human resource services, activities and programmes
- Obtain approvals for effectiveness measures from key stakeholders to ensure buy-in and support

➤ Develop processes to measure human resource functional effectiveness

- Develop a plan to support the measurement process
- Select tools for measuring human resource functional effectiveness
- Monitor measurement process to make appropriate modifications or adjustments to ensure reliable measurements

➤ Report on measurement of human resource function Effectiveness

- Evaluate the relevance of collected measures by evaluating adherence to established processes and gathering feedback from line managers
- Analyse data to establish key findings and recommendations
- Communicate outcomes of measurement to senior management to establish human resource functional effectiveness

Methodology

It is a competency-based learning with assessment. Case studies, experiential learning, discussions and presentation, facilitation and sharing, critique and review.

Please refer to SNEF website for available dates
 Duration : 2 days, 9am to 6:30pm (17 hours)
 Course Venue : SNEF Corporate Learning Centre @ Tanglin

Register online at SNEF website www.snef.org.sg
 Click on 'Training' and Course Category '**Human Resource / Industrial Relation**'

- ❖ **50% Course Fee Subsidy, capped at \$15/hr (SC aged ≤ 39/SPR)**
- ❖ **90% Course Fee Subsidy, capped at \$50/hr (SC aged ≥ 40/ SMEs)**
- ❖ **Absentee Payroll**
 90% of hourly basic salary, capped at \$10/hr. Eligibility period: 1 May – 31 Dec 2020

SME	NON-SME	SELF-SPONSORED	Full Course Fee	Training Grant	Amount Payable
- All SC & SPR		- SC aged ≥ 40	\$556.40	\$468.00	= \$88.40
		- SC aged ≤ 39 - All SPR	\$556.40	\$255.00	= \$301.40

All prices stated are inclusive of 7% GST

SC : Singapore Citizen
SPR : Singapore Permanent Resident
 : Not Applicable
SMEs : Defined as companies with:
 (i) at least 30% local shareholding; AND
 (ii) Group annual sales turnover of not more than \$100 million OR Group employment size of not more than 200 employees.

Funding Eligibility

In order to enjoy the funding, participants need to fulfill the following requirements:

1. Singapore Citizens or Permanent Residents (PR) of Singapore
2. Attain at least 75% course attendance
3. Successfully complete assessment & certified as competent
4. Has not enjoyed funding for the same course before.

Note: This course is equivalent to Measure Human Resource Functional Effectiveness (HR-GEN-405C-0).

5. For company-sponsored participants, training is fully sponsored by companies, which are registered or incorporated in Singapore

Enquiries:

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