Human Resources Management - Professional Development Certificate

New Brunswick Community College, Moncton Campus has partnered with the University of New Brunswick's College of Extended Learning to offer a professional development certificate program in Human Resources Management.

This program enhances the skills and knowledge of HR professionals to help them meet the demands of the organizations in which they work. It encompasses both the theoretical fundamentals and the operational aspects of human resources management. The program is designed for HR professionals, preferably with two years' work experience in the HR field, or for individuals with five or more years' work experience and an expressed interest in the HR field. The program requires a commitment of two days per month from September to May allowing minimum interference to the candidate's workplace responsibilities.

For further information on the Professional Development Certificate in Human Resources Management Program please contact:

Kim Gallant
Department Head, Business
Tel: 856-2890
Email: kim.gallant@gnb.ca
or click on the following web link: http://cel.unb.ca/prof_dev/programs/hrm.php

or

Janice Mann
Administrative Assistant, Business
Tel: 856-2257
Email: Janice.Mann@gnb.ca

NBCC Moncton
Certificate in Human Resources Management Application Form
October 2010 – May 2011

Name:_____ Position_____

Organization/Company Name:_____

Home Address:_____

_____Postal Code:_____

Business Address:_____

_____Postal Code:_____

Telephone: (home)_____(work)_____

Fax:_____E-mail:_____

S.I.N._____Date of Birth:_____

- ❑ I wish to enroll in the Certificate Program
- ❑ I wish to enroll in courses on a stand-alone basis.

Please indicate which course(s):

Modules	
Understanding Personalities	Human Resources Planning
Job & Organization Design	Compensation and Benefits
Recruitment & Selection	Employment Law
Labour Relations	Training and Development
Retention (one-day)	Performance Management Systems
Team Building	

All courses run from 8:30 a.m. – 4:30 p.m. Courses may be taken individually based on seat availability.

Please briefly describe your background or interest in Human Resources Management:

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- To invoice an organization, NBCC requires an official purchase order or a letter of permission written on company letterhead and signed by a signing authority from your company or organization.

How did you hear about this program?

- o Brochure
- o Newspaper Ad
- o E-mail notice
- o Personal Contact
- o Previous Course
- o Other_____