

The background of the entire image is a blue-tinted photograph of a man in a business suit and tie. He is holding a large magnifying glass over a circular diagram. The diagram has 'HRM' in the center, with 'HUMAN RESOURCE MANAGEMENT' written below it. Around the central circle are eight icons, each connected to a label: a person holding a trophy for 'RETENTION', two hands shaking for 'RECRUITMENT', a person at a computer for 'TRAINING', a stack of coins for 'VALUE', a bar chart for 'PLANNING', a group of people for 'COACHING', a person with a gear for 'COACHING', and a person with a magnifying glass for 'TRAINING'.

**PAVISION INNOVATIONS**

RETENTION

RECRUITMENT

**HRM**

HUMAN RESOURCE  
MANAGEMENT

COACHING

TRAINING

# HRM & FINANCE BROCHURE

PLANNING

VALUE

# About Pavision Innovations

At Pavision, we are more than just a training platform – we are a community of innovators in education.

## Course Overview

The Human Resources (HRM) Management course is designed to provide in-depth knowledge of HR practices and strategies, essential for managing people and processes in an organization. From recruitment to employee development, this course covers every aspect of HR management.

The Finance Management course offers comprehensive knowledge about financial planning, risk management, and financial decision-making. This course is ideal for those looking to understand and manage an organization's financial health or pursue a career in

## Highlights

### What You Will Learn: [HR&Finance]

- **Recruitment & Selection:** Techniques to attract, screen, and hire the best talent.
- **Employee Relations:** Building strong workplace relations and handling conflicts.
- **Performance Management:** Setting performance standards, appraisals, and feedback.



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- **Compensation & Benefits:** Managing payroll, benefits, and incentives.
  - **Training & Development:** Creating development programs to enhance employee skills.
  - **Legal Compliance:** Understanding labor laws and maintaining organizational standards.
  - **Financial Planning & Analysis:** Strategies for budgeting and forecasting.
  - **Corporate Finance:** Investment decision-making and capital structuring.
  - **Financial Statements:** Understanding balance sheets, income statements, and cash flows.
  - **Risk Management:** Identifying and mitigating financial risks.
  - **Investment Management:** Portfolio management and stock market strategies.
  - **Taxation & Compliance:** Understanding the tax landscape and regulatory requirements.

# Course Content:

## HRM

1. Introduction to HR Management
2. Recruitment and Selection Process
3. Employee Engagement and Retention
4. Performance Management Systems
5. Compensation and Benefits Management
6. Labor Laws and Employment Regulations
7. Organizational Development and Change Management
8. HR Analytics and Metrics
9. Training and Development Strategies
10. Employee Well-being and Work-Life Balance

## Finance

11. Introduction to Financial Management
12. Financial Planning & Budgeting Techniques
13. Financial Statement Analysis
14. Corporate Finance & Capital Budgeting
15. Investment & Portfolio Management
16. Risk Management & Insurance
17. Taxation and Financial Compliance
18. Cost Accounting & Management Accounting
19. Auditing and Internal Control Systems
20. International Finance and Currency Management



# Sample

- Employee Retention Strategies and Their Impact on Organizational Performance
- Developing a Performance Appraisal System for a Mid-Sized Company
- Designing an Effective Employee Onboarding Process
- Financial Statement Analysis of a Publicly Traded Company
- Investment Portfolio Management and Risk Assessment
- Corporate Budgeting and Forecasting Techniques for a Start-Up

## Career Opportunities

Upon completing the HR & Finance Certification Program, students will be equipped for roles such as:

- Financial Analyst
- Investment Banker
- Financial Consultant
- HR Manager
- Talent Acquisition Specialist
- Employee Relations Officer

# Certificates







**Get Started Today!**

Contact Us:

Ready to take your career to the next level?

Contact us to learn more about our courses, flexible payment plans, and how we can help you achieve your career goals.

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