

**3 DAYS RESIDENTIAL HR MANAGEMENT DEVELOPMENT PROGRAM**

**TOPIC**

**“ESSENTIAL PEOPLE MANAGEMENT SKILLS FOR HR MANAGER/EXECUTIVE(s)”**

**DATES**

**19-21 FEBRUARY 2018  
(MONDAY-WEDNESDAY)**

**STAY VENUE**

**ROYAL RIVIERA HOTEL, CHEEPUNKAL, KUMARAKOM, KERALA**

**LEARNING SESSIONS VENUE**

**KUMARAKOM PALACE CONFERENCE BOAT, VEMBANAD KAYAL, KUMARAKOM**

**Organized by**



***STERLING INSTITUTE OF CORPORATE CONFERENCES & EVENTS, KERALA***

**Log on: [www.sterlingeeventsindia.com](http://www.sterlingeeventsindia.com)**

**Email: [info@sterlingeeventsindia.com](mailto:info@sterlingeeventsindia.com)**

## **ABOUT THE INSTITUTION**

Sterling Institute of Corporate Conferences & Events (SICC&E) is a registered Institution. For more details visit [www.sterlingventsindia.com](http://www.sterlingventsindia.com)

## **INTRODUCTION**

The HRD Manager is the principal evaluator of the impact of the HRD functions on over all organizational efficiency. He/She is responsible for many organizational developmental activities. In today's Global Market and with stiff business competition, the corporate concerns should aim at new, higher performance, targets and in line with "Best of the Class" The HR functional are responsible for providing the right working environment for performance excellence of employees. This three Days Residential Senior Management Development Program enables Senior HR Manager/Executive (s) to learn a proactive approach and new ways of organizing and supervising people.

## **TOPICS TO BE COVERED**

- **Fundamentals of Human Resources**
- **9 Essential People Mgmt. Skills for Successful HRD Manager**
- **Creativity in Managing People**
- **Empowerment – Management Style**
- **Employee Engagement & Retention Issues**
- **Active Listening & Resilience Skills**
- **Developing an Effective Social Media Policy for Employees**
- **Unique Leadership and Decision Making Ability**
- **Identifying and Moderate Conflict**
- **How to define working relationship with People**
- **Learn how to Inspire, Motivate Employees**
- **Emotional Intelligence & HR Managers**
- **Learn to Express Gratitude**
- **Training & Employee Development**
- **How to identify the Best Talents and Employ**
- **HR Manager – Communication & Time Management Skills**

## **LEARNING BENEFIT**

- **Stimulate employee alignment.**
- **Excellence in Performance Culture.**
- **Better Planning & Decisions.**
- **Better administrative responsiveness and efficiency.**
- **Employee Motivation, satisfaction.**
- **Managing People in an Efficient Way**
- **Achieving Organizational & Individual Goals.**
- **Be a Proactive HR Manager**

## METHODOLOGY

A combination of discussion based lectures, presentations, case examples, and structured exercises, video films, HR Management games will form the methodology of the Programme

## WHO IS RIGHT FOR THE MDP

Senior Manager/Executives, (HOD), Chief General Managers, General Managers, Deputy & Assistant General Managers and any other Senior Manager of HRD/HRM, Personnel & Administration, DAPM, Secretarial & Administrative Senior Manager/ Executive (s) of Central & State Govt. public sector, banking, Insurance organizations and its statutory Institutions. Unit Heads and Heads of Academic /Any autonomous Institutions can also participate the SMDP.

## FACULTY: Prof. Praveen Singh MBA (HRM), DPM&IR, B.A.(Psychology),TOTA, AGI(USA)

Prof. Praveen Singh has been actively involved in Teaching (HRM & OB), Corporate Training & Consulting for more than ten years. He is Visiting Professor of Management to several Business Schools affiliated with Mumbai University & SNDT University. He has taught HRM, OB, OT, T&D, OD, etc. and also been involved in a lot of soft skills training initiatives and programmes for Corporate Organizations & Academic Institutions.

He worked with an UK based Web Enabled Enterprise as Human Resource Manager and with a leading Management Consulting (Specializing in Grid-Leadership OD) company.Counselor, Trainer Faculty at Reliance Energy Management Institute. He is an expert trainer in Soft-Skills, Attitudinal, Behavioral Training, HRD & Psychology. Professional recognition in, Prestigious "Vivekananda National Award" for Excellence in HRD & Training in the year 2008.

## DATE: 19-21 FEBRUARY 2018 (MONDAY-WEDNESDAY)

Date	Event	Time / Duration
19.02.2018 (Monday)	Check-in Lunch Registration & Inauguration at Hotel Royal Rievera Learning Session	12.00 Noon 13.00 Hrs – 14.00 Hrs 14.30 Hrs – 15.00 Hrs 15.30 Hrs – 17.00 Hrs 20.30 Hrs
20..02.2018 (Tuesday)	Learning Sessions at Conference Boat at Vembanad River	10.00 Hrs – 17.00 Hrs
21.02.2018 (Wednesday)	Valedictory Session at Hotel Feedback Session Check-out	09.30 Hrs – 10.30 Hrs 10.30 Hrs – 11.00 Hrs 12.00 Noon

## CHECK IN/OUT

Participants will **Check-in** at **Hotel Royal Rivera, Cheepunkal, Kumarakom, Kerala** on **19<sup>th</sup> February 2018** by **12.00 noon** and will **Check – out** from the Hotel on **21<sup>st</sup> February 2018** at **12.00 Noon**. They will be provided **Single Deluxe Room** at Hotel (Prior and extended stay and for accompanying spouse will be charged extra).

## **HOW TO REACH THE VENUE : HOTEL ROYAL RIEVERA, CHEEPUNKAL, KUMARAKOM**

The Nearest Airport Kochi (Nedumbasseri) International airport 85 KM delightful ride by road. The nearest Railway station is **Kottayam with 17 KM**. Ernakulum Railway Station is connected to all major cities in Kerala and industrialized cities in India. **Kumarakom** is one and half-hour drive from Ernakulum Railway Station. The best place to alight is **KOTTAYAM. HOTEL ROYAL RIVIERA is situated near Cheepunkal Bridge at Kumarakom, Kerala.**

## **PROMINENCE OF KUMARAKOM**

Kumarakom in Kerala, a globally fascinated destination for conducting diplomatic and Corporate Conferences and Events. Nature has been so generous to Kumarakom its greenery, rivers, numerous canals, many backwaters. Kumarakom its scenic beauty was inspired by English Missionary Henry Baker in the late 19<sup>th</sup> Century acquired land and constructed their colonial bungalows. All participants will have unforgettable life time participative and learning experience in the field of Corporate Conferences & Events.

## **FEE**

The participation fee of **Rs. 28,000/-** (inclusive of Boarding, Accommodation, Program Materials, Kits, Limited entertainment, Sightseeing), **(Rs. 8,000/-extra if accompanied by spouse includes all)**. **(Prior or extended stay will be charged extra)**. **If any last minute cancellation of nomination, if any circumstances, nomination of substitute is must or otherwise 100% participation fee)**

## **REGISTRATION**

Please send your nomination through e-mail at **info@sterlingeeventsindia.com** on or before **13<sup>th</sup> February 2018** followed by participation fee by Demand Draft/NEFT/RTGS (Bank account details will be provided on request) in favour of **M/s Sterling Institute of Corporate Conferences & Events and payable at Palakkad, Kerala.**

## **SECRETARIAT**

**P. RADHAKRISHNAN  
DIRECTOR**

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