



# ICB BUSINESS MANAGEMENT INTERMEDIATE LEVEL

## HUMAN RESOURCES MANAGEMENT AND LABOUR RELATIONS (HRLR)

This subject introduces human resource management, offering a comprehensive overview of the HR function within an organisation. Students will learn key concepts, including strategising, structuring, and planning HR activities, recruiting potential employees, and the selection, appointment, placement, and induction processes. The subject covers employee performance management, compensation management, and health and safety protocols within the workplace. Additional topics include career management, human resource development, organisational behaviour, employment relations, and the structures established by the Labour Relations Act for collective bargaining and dispute resolution.

**Format:** Online, Distance or Classroom

**Cost:** ICB Fees + Study Materials + Tuition Fees

**Duration:** 48 hours, 12 weeks programme

**Career Fields** (on full completion of the programme):

Senior Office Administrator, Secretary, General Office Manager, Human Resources Manager, Labour Relations Manager, Field/Floor/Store/Department Supervisor, Customer Service Manager on successful completion of this full programme

FACT SHEET

| MODULE / SUBJECT CERTIFICATE                                                                                                                                          | IQB FULL PROGRAMME CERTIFICATION*                                                                                                                                    | NQF FULL QUALIFICATION*                                                                                                                                         |
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| <p>Receive a Subject Certificate endorsed by IQB for each successful subject.</p>  | <p>Receive a co-branded ICB and IQB Professional International Certification</p>  | <p>NQF level 5, SAQA ID- 23619. Credits 240.(Only for legacy students)</p>  |

\*only after completion of all subjects in programme