



Course Code ENMA-510 (MBAN-609)	Course Title Organizations & Human Resource Management	ECTS Credits 7.5
Prerequisites None	Department Management & MIS	Semester Fall, Spring, Summer
Type of Course Required	Field Engineering Management	Language of Instruction English
Level of Course 2 nd Cycle	Lecturer(s) Prof. Maria Michailidis	Year of Study 1 st
Mode of Delivery Face to Face	Work Placement N/A	Co-requisites None

Objectives of the Course:

The main objectives of the course are to:

- collection and analysis of data for the purpose of resolving issues directly related to human resource management;
- development of intrapersonal and interpersonal skills;
- confidence when interacting with others in a number of organizational settings;
- communication, both orally and in writing;
- problem – solving;
- effective use of resources in order to ‘learn’ how to learn.

Learning Outcomes:

After completion of the course students are expected to be able to:

1. **create** strategic recruitment/selection policies and practices
2. **perform** an effective job analysis
3. **construct** a job description
4. **construct** a job specification
5. **develop** effective job design processes and procedures
6. **organize, implement and perform** effective selection interviews
7. **execute** a training needs analysis
8. **develop and implement** effective training programmes
9. **evaluate** jobs in order to determine salary/wage scales
10. **develop and implement** effective performance criteria in order to perform appraisals
11. **develop and implement** effective disciplinary processes and procedures
12. **utilize** employee associations for better business results
13. **manage** employer/employee negotiations so as to avoid conflict situations in the workplace
14. **analyze** health and safety issues in the workplace for better employee performance
15. **evaluate** the legal environment and its impact on the workplace.

Course Contents:

1. HR Challenges
2. The Legal Environment
3. Planning
4. Recruitment and Selection
5. Organizational Design
6. Training and Development
7. Managing and Improving Performance
8. Compensation and Incentives
9. Employee Relations
10. Health and Safety
11. International HRM

Learning Activities and Teaching Methods:

Lectures, Case Studies Analysis and Discussion, Academic/Industry Journals Paper Discussions, In-Class Exercises, and Presentations

Assessment Methods:

Final Exam; Presentation & paper; Attendance/Participation/ Assignment

Required Textbooks / Reading:

Title	Author(s)	Publisher	Year	ISBN
Human Resource Management 15 th , Ed. (e-book)	Dessler, G.	Prentice-Hall	2016	978-0134235455