

Advance Diploma in Human Resource Management (ADHRM)

Brochure



Qualifications leading to Employment

www.gaqm.org



The human resource issues facing today's business owners and managers. You do not always have the expertise to deal with the many employee relationship issues you face, and yet you will be expected to make decisions that are both effective and legal.

This Advance Diploma in Human Resource Management will walk you through the hiring process, from performing a skills inventory to conducting the interview; discuss orientation; and cover some issues that arise after the hiring process (such as diversity issues, compensation, and discipline).

Syllabus

Total Credits: 110

Module 1 - HR Training for the Non HR Managers
Module 2 - Employee Dispute Resolution
Module 3 - Talent Management
Module 4 - Conducting Effective Performance Reviews
Module 5 - Conflict Resolution
Module 6 - Anger Management
Module 7 - Manifestation of Culture
Module 8 - Cultural Competencies
Module 9 - Cross Culture Communication
Module 10 - Cross Culture Negotiation Strategies
Module 11 - Culture Adjustments

Duration

75 Hours

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Exam Codes

1) CHRM-001

Note: You need to qualify in the exam to receive your Diploma certificate.

Passing Score

1) The exam comprises of 100 questions out of which the candidate needs to score 75% (75 out of 100) to pass the exam

Duration of Exam

1) The total duration of CHRM-001 exam is 1 hour 30 Minutes (90 Minutes)

Exam Registration Process

- 1) You need to create a web account to register your exam via ProctorU
- 2) Once you have your ProctorU web account username and password, you can proceed to scheduling an exam appointment by signing in to your account.
- 3) To schedule your exam you can visit at <http://www.proctoru.com/portal/gaqm>

What is the level of this qualification?

Advance Diploma in Human Resource Management (ADHRM) is equivalent to Master's Degree

Who awards the Diplomas?

Diploma is awarded by GAQM which is Accredited by ASIC

www.gaqm.org



Closed Book

No external sources of information may be accessed during the exam at ProctorU.

Certification Validity

The Advance Diploma in Human Resource Management (ADHRM) is valid for life

To know more on ADHRM and other Diplomas we offer

visit, https://www.gaqm.org/diploma_programs

IMPORTANT NOTE

Diplomas offered by the GAQM have a mandatory course completion requirement; once you are done with the E-Course you can take your exam via ProctorU by visiting <http://www.proctoru.com/portal/gaqm>

The Premium Package contains an E-Course valid for 40 days, E-Voucher(s) which will be valid via ProctorU and a Hard Copy Certificate will be shipped to your mailing address if you achieve the qualifying score in the exam(s).

Candidates who are holding Certified Human Resource Manager (CHRM)® Certification can apply for the Advance Diploma in Human Resource Management (ADHRM) by paying a fee of 150 USD.

For more information on payment of fees, email us at support@gaqm.org

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