



HR FOR NON-HR MANAGERS



Navigating Through the Entire HR Landscape



THURSDAY, FRIDAY & MONDAY, JANUARY 23, 24 & 27, 2025 * 1:30PM to 4:45PM via ZOOM

HR is more than just a department—it's a key driver of organizational success. When effectively leveraged, HR can become a powerful competitive advantage, helping your organization execute its strategy with greater precision and efficiency.

This three-session online training is to equip HR managers with practical HR skills, best practices knowledge, and tools to manage the HR functions effectively. It is to empower them to become professional managers who can navigate HR compliance seamlessly, effectively manage employee relations, and build a productive work culture that positively impacts your organization's bottom line.

Whether you are being groomed to be an HR manager, newly assigned to HR leadership role, a non-HR professionals who wants to have a career in HR, an HR manager doing a refresher course, a business owner who wants to understand the HR function, this training builds the knowledge and confidence you need to navigate the entire HR landscape and drive meaningful results.

Course Director & Lecturer: Gerardo A. Plana, DPM

He is a seasoned expert in HR management and organizational development, with over four decades of experience across various industries. He currently serves as the Chairman of PRIME-HRM Certifying Board, Civil Service Commission (CSC) and Chief Executive of Investors in People Philippines.

He is also a certified trainer and practitioner in other areas such as The Leadership Challenge, Total Quality Management, and Mediation. His consultancy work has reached international audiences in countries like Singapore, Australia, and South Korea.

His previous positions include being Chairman and Executive Director of the People Management Association of the Philippines (PMAP) and Vice President for Human Resources of Eastern Telecoms.

He holds a master's degree in business administration and a Bachelor's Degree in Economics from Ateneo de Davao University.

Who Should Attend:

- Business Owners who want to leverage the HR function for competitive advantage
- New HR Managers
- HR Supervisors
- HR Practitioners who need a refresher course
- Line managers who want to understand what HR is all about
- Anyone Interested in the topic



***Training investment inclusive of an e-certificate and a printed learning material:**

- **₱ 7,880/ person**
(when you register and pay on or before December 23)

- **₱ 8,880/ person**
(when you register and pay after December 23)

***Optional:** Add **₱450** for a printed copy of a certificate of completion inclusive of delivery charge

Contact Person: Elisha Aflo

Mobile: (+63 949) 870-1832

Telefax: (+63 2) 8842-7148 or 59

Email: elisha_cgbp@yahoo.com

Register at www.cgbp.org