



# Shropshire HR Training

## **HR Essentials for Managers**

### **Course Duration**

Full day - face-to-face workshop

### **Cost**

£99

### **Course Overview**

This workshop covers the fundamentals of employing people from recruitment through to the end of the employment relationship.

The event is essential for managers and team leaders to understand the basic concepts of HR and employment legislation.

- Recruitment good practice
- Contracts of employment
- Managing Discipline and Capability
- Managing Absence
- Ending the employment relationship
- Legal background

### **Who is this course for?**

This course is for managers, supervisors and team leaders who want to develop their understanding of the essential principles that underpin employing and managing people successfully.

### **Booking**

Please email [shropshirehr@shropshire.gov.uk](mailto:shropshirehr@shropshire.gov.uk) for further information and to book your place.

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