

Growing U

For 20 years UniSchool has been empowering people through affordable, high quality, skill-based training. Our recognition stems from our ISETT Seta accreditation, together with endorsements by many corporate and government bodies. A combination of business professionals and university academics ensures our outstanding quality. Our affordability is as a result of our 20 years of experience in being the training organisation of choice for the people of KwaZulu-Natal. Come and join more than 20,000 people - young and old, unemployed AND ROYALTY, who we have helped grow.

Testimonials from our Students

People of South Africa really need the kind of education provided by UniSchool.

UniSchool is the Best Academic Institution.

All UniSchool staff are helpful and approachable.

Best value for Money



Unique UniSchool - We use a combination of highly qualified lecturers plus tutors.

University UniSchool - Most courses are designed by University lecturers and top business leaders.

Ubuntu UniSchool - We are a homegrown South African company who strive to live ubuntu - to grow U is to grow US.

UniSchool (Pty) Ltd

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Human Resource & Industrial Relations

Contact Us

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Fax: 031 305 3946 or 086-590-3717

Reg. No. 98/00306/07

Human Resource & Industrial Relations

Do you want to improve employee relations in the work environment?

This course will benefit all Line Management and Supervisory staff.



Growing U

Course Description



Course Modules

- The Employment Contract
Formation, Content & Termination of Contract
- Discipline in the Work Place
Types of Dismissals, Codes of Good Practice, Retrenchments, Pre-Hearing activities and preparation, Chairing Hearings, Investigations for Disciplinary Hearings, Prosecuting.
- Employment Equity
Discrimination in the work place; Employment equity; Reporting.
- The Basic Conditions of Employment Act
- Dispute Resolution – CCMA
- Unions in the Workplace
Unions Rights, Representatives and Activities Industrial Action

Duration

- 14 weeks (Saturday mornings), 8:30am-12:30pm

Course price and date:

Course Fee Includes

- All lectures
- HR and Industrial Relations manual
- Qualified highly rated lecturers
- Graduation ceremony at UKZN University

Programme Type

Enhance your skills and improve your career opportunities in a particular field without having to enroll on a full programme. This course is not linked to NQF and is not a credit bearing.

Entrance Requirements

Grade 12 or at least be 17 years of age. You will need to complete the general HR course before commencing with the HR industrial Relations course

Assessment

- Formative Assessment: 35% - Students need to submit one assignment.
- Summative Assessment: 65% - To successfully complete this learning programme you will be required to write a Theory exam. You will need to achieve a minimum of **50% for the exam.**

Award

On successful completion of the course you will receive your UniSchool Short Course Diploma endorsed by the SAIM