



Human Resource Management (HRM)

APPC organises in-house four-week **Human Resource Management course** scheduled from **13th May to 7th June 2024**. Our professionals need to be **equipped with latest tools , techniques and best practices** to lead sustainable growth in contemporary postal industry. The tailor-made course will equip participants with the tools needed to refine their human resource management competencies , a forum to share insights and best practices with peers, and strategies for adapting to industry evolutions , all while enhancing employee engagement and motivation efficiency. The course will include a **special workshop on Performance Management**. The course will cover SHRM vision , mission and techniques, negotiation strategies , enhanced of communication skills for better feedback mechanism, performance management appraisal and improvement plans , SMART Goals , Contemporary HR Practices , Leadership skills and Team Bonding , Adaptation to Technological Changes ,and Plans to Improve Employee Engagement and Morale. The course includes visit to department of HR of various organizations , guest lectures and practical group activities .This will enable participants to develop skills and abilities for future roles contributing to the success of the organisation.

Concept of SHRM	Labour Relations and Policy	Latest HRMS and Data Analytics
Efficient Training Plans	Employee Retention	ADDIE for Case Studies
Performance Appraisal Methodologies	Best Practices	Site Visits and Guest lectures



Ms. Suchismita, who joined APPC in January 2024, is Course Director for the **HRM Course**. With over a decade of service at India Post, she contributes extensive hands-on experience and deep expertise to the workshop. Before her tenure at APPC, she held the position of Director of Postal Service in an Indian Province, overseeing human resource management for over 8,000 operational post offices and more than 1,000 administrative employees. She has organized in-house training in field of Mail Monitoring, Soft Skills, Rural Financial business, Marketing of Insurance Plans, Social Media Management etc. Her commitment to create new pathways for learners will lead to unforgettable experience for all participants.

