# *******Industry Synchronized H.R. Training*******

## Any Graduates Eligible

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| ➢ The Human Resource |
| ➢ Recruitment & Selection Process Life Cycle. |
| ➢ Working with Job Boards. |
| ➢ The HR Dashboard |
| ➢ Employee On Boarding Process |
| ➢ Joining Formalities |
| ➢ Induction & Orientation Process |
| ➢ Employee Off Boarding & Exit Formalities |
| ➢ Employee Engagement Activities & Games |
| ➢ The Business HR and HR Partner |
| ➢ Introduction to Payroll Process |
| ➢ Payroll Management & Administration |
| ➢ Statutory Compliance's & Taxes |
| ➢ Training & Development |
| ➢ Customization with Cloud HR / SAP-HR  Platform Exposure |
| ➢ HR Analytics. |
| ➢ MIS Reports with Advanced Excel |

## *******QSC Highlights:-*******

- Practical experience helps you to advance competencies to working Environment.
- Enhance your experience on leadership and functional skills with exposure to real time business management
- Develop ability to work in unfamiliar markets under strong management orientation.
- Full-time work experience will add on opportunities in Industry .
- On Successful completion Job Assistance through our Clients .