



NIPAM
NAMIBIA INSTITUTE OF PUBLIC
ADMINISTRATION AND MANAGEMENT



INDUSTRIAL RELATIONS

ESSENTIAL TOOLS FOR EFFECTIVE RESOURCE MANAGEMENT

The course is designed to develop an understanding amongst supervisors in the Public Service on misconduct as a necessary part of the supervisory spectrum and responsibilities including, the induction of new employees, coaching, performance management and staff development. All of which are essential in the delivery of effective resource management and services.

Benefits of attending this course

- Develop good principals of Good Management
- Explore oral warnings as a preliminary step in the misconduct process
- Understanding the principal of using written warnings as a preliminary step in the misconduct process
- Developing a good understanding of the formal PSA procedure for dealing with misconduct

Target Group

This course is designed for first line supervisors in the public service

Date: 12 - 16 June 2017 (5 days)

Time: 08:00 - 16:30

Register by: Tuesday, 6 June 2017

Fee: N\$ 3, 500 per person

TO AVIOD DISAPPOINTMENT PLEASE RESERVE YOUR SPACE TODAY

**ENROL
TODAY**

For more information contact:

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