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GOVERNMENTAL TRAINING • Human Resources: An Online Course for Governmental Officials

How Does Human Resources: An Online Course for Governmental Officials Work?

Human Resources: An Online Course for Governmental Officials will familiarize you with fundamentals of the basic roles of the HR department (and supervisors), such as how to recruit and hire, provide employee benefits, and manage a compensation program. The course also includes overview sections on how to comply with the various benefit, labor, and anti-discrimination laws; how to keep and maintain personnel files accurately; and how to discipline and discharge employees effectively and legally.

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