

# **CERTIFIED HUMAN RESOURCE MANAGEMENT PROFESSIONAL (CHRMP)**



## **INTRODUCTION**

There is a global demand for highly professional & competent Human Resource Managers & Officers. We as a recognized institute offers a comprehensive training curriculum in this area. IMRTC after recognizing the need and in consultation with senior executives and trainers have come up with a comprehensive certification program:

### **THE CERTIFIED HUMAN RESROUCE MANAGEMENT PROFESSIONAL (CHRMP)**

#### **ABOUT CHRMP**

CHRMP is designed to develop necessary expertise and skills required for HR administration and management with the goal of increasing cost effective productivity, that is efficiency and effectiveness.

CHRMP covers the areas from recruitment, selection, training, compensation, career planning, promotion system, performance system etc and strategic approaches of Human Resource Management for businesses through information technology and ERP, CRM systems. The program follows a systematic learning format with hands on approach including lot of exercises, quizzes, audio-visual aids, case studies, practice sessions and case studies for development of project.

#### **THE AUDIENCE**

Anyone involved in HR and/or office management, an excellent professional qualification for Managers, executive secretaries, & Senior Administrators in any sector, which are working in the professional market.

## THE CREDENTIALS

The Candidates who are looking to have this certification need a proper training of 32 Professional Training Hours (PTH) from any recognized institute and approved professional trainers of IMRTC.

The program also required a self-develop project on any case study which is provided by accredited training institute or trainer. The project required in soft form and submitted to our concerned training partners or chapters for assessment and after approval the candidate can sit in the final examination of IMRTC.

After passing the certification examination the candidates can use the credentials CHRMP after their name.

## PRE-REQUISITE

- Bachelor's degree (high school diploma, associate's degree or the global equivalent)
- 2-3 years of professional experience in HR
- 32 hours of management education from any accredited IMRTC Institute and accredited Certified Trainer.

## **PROGRAM CONTENT**

This Area provides a detail of Human Resource Management. It covers theory, process and practice of the four fundamental HR management skills: Basics, Strategies, Policies, Analysis, Recruitment & Selection, and Performance Management & Appraisals will cover.

**DOMAIN 1: FUNDAMENTALS OF HRM**

**DOMAIN 2: HRM STRATEGIES**

**DOMAIN 3: HRM POLICIES**

**DOMAIN 4: JOB ANALYSIS**

**DOMAIN 5: RECRUITMENT & SELECTION**

**DOMAIN 6: PERFORMANCE MANAGEMENT & APPRAISALS**

**DOMAIN 7: TRAINING AND CAREER DEVELOPMENT**

**DOMAIN 8: MOTIVATION & REWARDS**

### **EXAM CONTENT PERCENTAGE**

The table below prescribes the proportions of examination questions from each section or Knowledge Areas defined above. The exam will be based on multiple choice questions, fill in the blanks and letter writing.

<b>CONTENT</b>	<b>DOMAIN WISE PERCENTAGE</b>
<b>DOMAIN I</b>	<b>10%</b>
<b>DOMAIN II</b>	<b>15%</b>
<b>DOMAIN III</b>	<b>15%</b>
<b>DOMAIN IV</b>	<b>15%</b>
<b>DOMAIN V</b>	<b>15%</b>
<b>DOMAIN VI</b>	<b>10%</b>
<b>DOMAIN VII</b>	<b>10%</b>
<b>DOMAIN VIII</b>	<b>10%</b>

## **EXAMINATION SYSTEM**

The Examinations will be held anytime in a year due to Online Examination system and provided to our accredit partners a testing center by each country chapter; in case chapter is not available in a particular country then candidates can directly approach IMRTC USA examination body through email: [Examination@imrtc.org](mailto:Examination@imrtc.org) and they will be advised accordingly. The passing criteria shall be 70% of Whole Exam.

### **IMRTC - USA**

Principal Office:

LLC 794856

711 FM 1959 Road # 402, Houston, TX, 77034

United States of America

<http://www.imrtc.org>

[consortium@imrtc.org](mailto:consortium@imrtc.org)