Advanced Master's Degree
MBA in HR Recruitment Expert

A M D M B A H R R E

tech global university

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Advanced Master's Degree
MBA in HR Recruitment Expert

- » Modality: **online**
- » Duration: **2 years**
- » Certificate: **TECH Global University**
- » Credits: **120 ECTS**
- » Schedule: **at your own pace**
- » Exams: **online**

Website: **www.techtitute.com/us/school-of-business/advanced-masters-degree/advanced-masters-degree-mba-hr-recruitment-expert**

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01

Welcome

One of the main assets in all organizations is their human capital. For this reason, it is necessary that the personnel selection processes are carried out in an exhaustive manner, understanding, through the CV, interviews or other resources, what each candidate can contribute to the company. In addition, nowadays, recruitment processes that are carried out online are gaining more and more strength, so human resources managers must have the necessary expertise that allows them to easily understand, through various media, which professional profile should be selected for each position. This TECH program has been designed to help business professionals in a totally relevant area in companies, so that they can carry out selective processes adapted to the needs of the companies, with an international and more committed vision, attending to the social and cultural diversity of the employees.

Advanced Master's Degree MBA in RH Recruitment Expert. TECH Global University

"HR managers will find in this program a unique opportunity to specialize in the recruitment process and be able to select the most suitable employees for each position"

02
Why Study at TECH?

TECH is the world's largest 100% online business school. It is an elite business school, with a model based on the highest academic standards. A world-class centre for intensive managerial skills training.

tech

" TECH is a university at the forefront of technology, and puts all its resources at the student's disposal to help them achieve entrepreneurial success"

At TECH Global University

Innovation

The university offers an online learning model that combines the latest educational technology with the most rigorous teaching methods. A unique method with the highest international recognition that will provide students with the keys to develop in a rapidly-evolving world, where innovation must be every entrepreneur's focus.

"Microsoft Europe Success Story", for integrating the innovative, interactive multi-video system.

The Highest Standards

Admissions criteria at TECH are not economic. Students don't need to make a large investment to study at this university. However, in order to obtain a qualification from TECH, the student's intelligence and ability will be tested to their limits. The institution's academic standards are exceptionally high...

95% of TECH students successfully complete their studies

Networking

Professionals from countries all over the world attend TECH, allowing students to establish a large network of contacts that may prove useful to them in the future.

100,000+ executives trained each year

200+ different nationalities

Empowerment

Students will grow hand in hand with the best companies and highly regarded and influential professionals. TECH has developed strategic partnerships and a valuable network of contacts with major economic players in 7 continents.

500+ collaborative agreements with leading companies

Talent

This program is a unique initiative to allow students to showcase their talent in the business world. An opportunity that will allow them to voice their concerns and share their business vision.

After completing this program, TECH helps students show the world their talent.

Multicultural Context

While studying at TECH, students will enjoy a unique experience. by studying in a multicultural context. In a program with a global vision, through which students can learn about the operating methods in different parts of the world, and gather the latest information that best adapts to their business idea.

TECH students represent more than 200 different nationalities.

TECH strives for excellence and, to this end, boasts a series of characteristics that make this university unique:

Learn with the best

In the classroom, TECH's teaching staff discuss how they have achieved success in their companies, working in a real, lively, and dynamic context. Teachers who are fully committed to offering a quality specialization that will allow students to advance in their career and stand out in the business world.

Teachers representing 20 different nationalities.

At TECH, you will have access to the most rigorous and up-to-date case studies in the academic community"

Analysis

TECH explores the student's critical side, their ability to question things, their problem-solving skills, as well as their interpersonal skills.

Academic Excellence

TECH offers students the best online learning methodology. The university combines the Relearning method (a postgraduate learning methodology with the highest international rating) with the Case Study. A complex balance between tradition and state-of-the-art, within the context of the most demanding academic itinerary.

Economy of Scale

TECH is the world's largest online university. It currently boasts a portfolio of more than 10,000 university postgraduate programs. And in today's new economy, **volume + technology = a ground-breaking price**. This way, TECH ensures that studying is not as expensive for students as it would be at another university.

Why Our Program?

Studying this TECH program means increasing the chances of achieving professional success in senior business management.

It is a challenge that demands effort and dedication, but it opens the door to a promising future. Students will learn from the best teaching staff and with the most flexible and innovative educational methodology.

We have highly qualified teachers and the most complete syllabus on the market, which allows us to offer you training of the highest academic level"

This program will provide students with a multitude of professional and personal advantages, particularly the following:

01

A significant career boost

By studying at TECH, students will be able to take control of their future and develop their full potential. By completing this program, students will acquire the skills required to make a positive change in their career in a short period of time.

70% of participants achieve positive career development in less than 2 years.

02

Develop a strategic and global vision of companies

TECH offers an in-depth overview of general management to understand how each decision affects each of the company's different functional areas.

Our global vision of companies will improve your strategic vision.

03

Consolidate the student's senior management skills

Studying at TECH means opening the doors to a wide range of professional opportunities for students to position themselves as senior executives, with a broad vision of the international environment.

You will work on more than 100 real senior management cases.

04

Take on new responsibilities

The program will cover the latest trends, advances and strategies, so that students can carry out their professional work in a changing environment.

45% of graduates are promoted internally.

05

Access to a powerful network of contacts

TECH connects its students to maximize opportunities. Students with the same concerns and desire to grow. Therefore, partnerships, customers or suppliers can be shared.

You will find a network of contacts that will be instrumental for professional development.

06

Thoroughly develop business projects

Students will acquire a deep strategic vision that will help them develop their own project, taking into account the different areas in companies.

20% of our students develop their own business idea.

07

Improve soft skills and management skills

TECH helps students apply and develop the knowledge they have acquired, while improving their interpersonal skills in order to become leaders who make a difference.

Improve your communication and leadership skills and enhance your career.

08

Be part of an exclusive community

Students will be part of a community of elite executives, large companies, renowned institutions, and qualified professors from the most prestigious universities in the world: the TECH Global University community.

We give you the opportunity to train with a team of world renowned teachers.

Objectives

This Advanced Master's Degree MBA in HR, Recruitment Expert from TECH Global University is a unique opportunity for business professionals who wish to specialize in the recruitment process. In this way, they will acquire the necessary training to develop successfully in a sector of great relevance at a business level, since the human team is one of the main assets of the companies.

Become an expert in personnel selection thanks to the resources offered by this program"

TECH makes the objectives of its students its own.
They work together to achieve them.

The **Advanced Master's Degree MBA in HR Recruitment Expert** will train you to:

01 Gain a comprehensive view of a company's human resources management

02 Design the personnel selection and recruitment process

03 Analyze the decisions of the different areas through the corporate culture model, both nationally and internationally

04 Establish a valuable social network with other participants, teachers, business leaders and coaches to explore the challenges of today's changing environment

05 Develop cutting-edge methodologies and techniques in people management and talent development within the organization, through a strategic and innovative vision that favors challenges such as digital transformation and its impact on culture, business and talent management

06 In-depth knowledge of human resources management and administration processes: Hiring, dismissals, staff restructuring, collective bargaining, incapacity for work

07 Understand the financial and accounting basis of personnel management

08 Know how to apply coaching techniques and positive psychology to motivate employees

09 Knowledge of the characteristics and components of organizational behavior and organizational culture

10 Be familiar with the evolution of personnel selection, especially with regard to diversity in the workplace

11 Collaborate and be a valuable asset when recruiting effective and functional professionals for the organizations

12 Establishment of recruitment plans that promote the development and proper functioning of the organizations

13 Knowledge of the functioning of contracting procedures and Social Security

16 Understand and know how to apply the legal system to solve practical cases

14 Determine the legal regulations applicable to continuing vocational training for employment

15 Recognize different techniques of personal motivation in conflict resolution

17 Know the essential aspects of labor law

18 Obtain a vision of equality and diversity in the workplace

20 Knowledge of cybersecurity strategies in digital recruitment and selection processes

21 Be able to prepare an annual performance plan according to the organization within the scope of labor policies and equality at work

19 Describe the different phases and processes in personnel selection

22 Handle labor intermediation actions and their distinction with illegal assignment of workers

Skills

The students of this Advanced Master's Degree MBA in HR, Recruitment Expert will have acquired the necessary skills to successfully manage the selection of personnel and be able to choose for the companies in which they work the most suitable employees for each position, providing a mark/sign of quality that will help propel the company to achieving its highest possible performance.This is undoubtedly a unique program that will mark a before and after in your training.

Acquire the necessary skills to successfully manage personnel selection"

At the end of this program, the professional will be able to:

01 Have the ability to plan and organize the management level of an organization according to its structure and design

02 Understand strategies for planning and managing Human Resources department projects. Have the ability to design jobs and understand the process and need for audits in this field

03 Knowledge related to finance, such as financial analysis, investment valuation and purchasing logistics, which will allow an integral vision of the organization to effectively establish the design and operation of the human resources area

04 Knowledge and application of coaching concepts and strategies at the executive level, understanding the neurobiological principles of this process and its possible impact on self-control, personal growth and increased efficiency

05 Apply talent management strategies, identifying and selecting models and how to apply them efficiently in a particular organization

06 Establish the appropriate methodology to have an effective communication within the organization, seeking the prevention of conflicts, solving and negotiating the existing ones in order to solve them quickly and effectively

08 Apply new forms of organization and new work methodologies adapted to digital business

09 Understand and be able to implement talent management in companies, adapting to diversity, in compliance with labor regulations and respect for human rights

07 Understanding the importance of management in monitoring corporate social responsibility, taking into account the ethical component in labor, financial, environmental and social aspects

10 Understand the evolution of Human Resources from an integrated and strategic vision

11 Establish protocols for detecting professional competencies in digital environments and social networks

14 Manage bonuses for specific groups on an equal opportunity basis

12 Describe the new Human Resources policies in the digital era, through performance evaluation scales and observation techniques

13 Differentiate the types of contracting and contractual termination

15 Perform wage receipts and apply the contribution elements and wage bases

16 Manage different internal and external training programs

18 Use the methodology, tools and material resources adapted to personnel selection
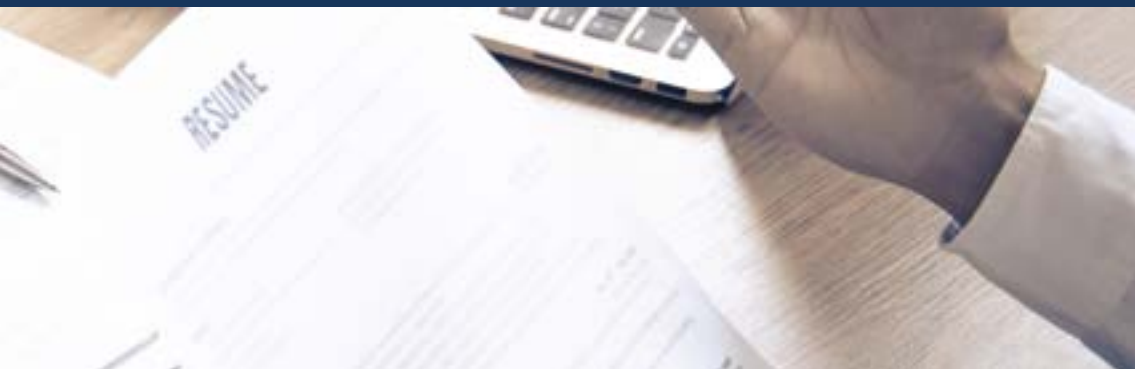
19 Analyze the different recruitment tools, both traditional and digital

17 Manage the employee social security bonus systems

20 Manage different qualitative and quantitative selection tools, as well as competency-based interviews and situational tests

06
Structure and Content

TECH has made available to its students a high-quality educational program, aimed at business professionals who wish to broaden their knowledge in human resources management, specifically in the field of personnel selection. In this way, students will find a very well-structured program that will help them to self-manage their study time in order to achieve a complete learning process adapted to their needs.

Take a self-directed academic tour through the latest concepts and strategies for personnel selection"

Syllabus

This Advanced Master's Degree MBA in HR, Recruitment Expert by TECH Global University is an intensive program that prepares students to face challenges and business decisions both nationally and internationally. Its content is designed to promote the development of managerial skills that enable more rigorous decision-making in uncertain environments.

Throughout 3,000 hours of study, students will analyze a multitude of practical cases through individual work, achieving high quality learning that can be applied to their daily practice. It is, therefore, an authentic immersion in real business situations.

This program deals in depth with the main areas of the company and is designed for managers to understand personnel management from a strategic, international and innovative perspective.

A plan designed for students, focused on their professional improvement and that prepares them to achieve excellence in the field of human resources management. A program that understands your needs and those of your company through innovative content based on the latest trends, and supported by the best educational methodology and an exceptional faculty, which will provide you with the competencies to solve critical situations in a creative and efficient way.

This program takes place over 24 months and is divided into 19 modules:

Module 1	Strategic HR Management
Module 2	HR Management and Administration Process
Module 3	Organizational Behavior
Module 4	Economic Management and Administration
Module 5	Executive Coaching
Module 6	Talent Management
Module 7	Strategic Communication
Module 8	Ethics and Corporate Social Responsibility
Module 9	Transforming Human Resources in the Digital Era
Module 10	Psychology of Work and Organizations
Module 11	People Management
Module 12	Management and Management of In-Company Training
Module 13	Strategic Management of Equality and Diversity in HR
Module 14	Selection of People (I): Quantitative and Qualitative Methodologies
Module 15	People Selection (II): Digital Era
Module 16	Performance Management and Compensation Policy
Module 17	Management of Labor Intermediation Policies
Module 18	Personal Productivity and Project Management

Where, When and How is it Taught?

TECH offers you the possibility of taking this program completely online. During the 24 months of training, you will be able to access all the contents of this program at any time, allowing you to self-manage your study time.

A unique, key, and decisive educational experience to boost your professional development and make the definitive leap.

Module 1. Strategic HR Management

1.1. HR Evolution: An Integrated Vision	1.2. Strategic Thinking and System	1.3. Planning and Management of HR Department Projects	1.4. Strategic Organizational Design
1.5. Job Design, Recruitment, and Selection	1.6. Strategic Leadership	1.7. Auditing and Control of HR Function	

Module 2. HR Management and Administration Process

2.1. Labor Recruitment	2.2. Labor Intermediation	2.3. Labor Relations and Information Technology	2.4. Layoffs and Restructuring of the Workforce
2.5. Collective Bargaining	2.6. Occupational Disability and Health	2.7. Occupational Health and Quality	

Module 3. Organizational Behavior

3.1. Organizational Culture	3.2. Organizational Structure	3.3. Organization Management	3.4. Behavior and Organizational Changes
3.5. Power and Politics	3.6. HR Department Organization	3.7. People in Organizations	3.8. Knowledge management

Module 4. Economic Management and Administration

4.1. Financial and Accounting Basis for HR Management	4.2. Financial Diagnosis	4.3. Analysis of the Income Statement Profit and Loss	4.4. Compensation Policy Management
4.5. Compensation and Non-Economic Benefits			

Module 5. Executive Coaching

5.1. Neuromanagement	5.2. Self-control and Self-efficacy
5.3. Coaching	5.4. Positive Psychology
5.5. Management and Emotional Intelligence	5.6. Empathy and Collaboration
5.7. Time Management	

Module 6. Talent Management

6.1. Job Analysis	6.2. Selection, Group Dynamics and HR Recruitment
6.3. Human Resources Management by Competencies	6.4. Performance Evaluation and Compliance Management
6.5. Training Management	6.6. Talent Management
6.7. Innovation in Talent and People Management	6.8. Motivation
6.9. Employer Branding	6.10. Development of High Performance Teams

Module 7. Strategic Communication

7.1. Interpersonal Communication

Module 8. Ethics and Corporate Social Responsibility

8.1. The Managerial Role and CSR	8.2. Corporate Responsibility

Module 9. Transforming Human Resources in the Digital Era

9.1. New Forms of Organization and New Work Methodologies

9.2. Digital Skills and Professional Brand

9.3. HR and Data Analysis

9.4. Managing People in the Digital Age

Module 10. Psychology of Work and Organizations

10.1. Approach to Work and Organizational Psychology
10.1.1. Definition and Historical Conceptualization
10.1.2. Application of the Psychology of Work and Organizations
10.1.3. Psychological Pictures in the Workplace

10.2. Organizational Structure
10.2.1. Organizational Structure: The Organizational Chart
10.2.2. Group Structure: Types of Business Groups
10.2.3. Information Processing and Exchange in the Organization

10.3. Organizational Climate
10.3.1. Concept of Organizational Climate
10.3.2. The Importance of Establishing an Organizational Culture in the Company and its Impact on the Worker
10.3.3. Organizational Climate Assessment

10.4. The Positive and Creative Context in Organizations
10.4.1. Introduction to the Positive Context
10.4.2. Handling Turbulent Contexts and Dispensers
10.4.3. Mediation Actions
10.4.4. Organizational Change

10.5. Social Psychology of Conflict and Negotiation
10.5.1. Social Conflict (The Human Group and its Cognitive Components in a Group)
10.5.2. The Human Group: Collective Processes
10.5.3. Stimulation of Conflict

10.6. Psychosocial Foundations of Human Behavior
10.6.1. Psychological Foundations of Human Behavior
10.6.2. Values
10.6.3. Perception
10.6.4. Learning
10.6.5. Commitment

10.7. Job Orientation
10.7.1. Contextualization of Guidance in the World of Work
10.7.2. Career Guidance in Lifelong Work-Based Learning: Skills
10.7.3. Digital Transformation in Career Guidance
10.7.4. International Organizations in Vocational and Professional Guidance

10.8. Leadership, Change, Innovation and Development
10.8.1. Introduction and Definition of Leadership
10.8.2. Leadership Typologies
10.8.3. Leadership Competencies Focused on Change and Innovation

10.9. Personality, Attitudes and Values in the Work Environment
10.9.1. Conceptualization of Personality
10.9.2. Personality Theories
10.9.3. Relationship between Attitudes and Personality
10.9.4. Personality and Work Environment

10.10. Motivation and Job Satisfaction
10.10.1. Motivation: Types (Extrinsic and Intrinsic)
10.10.2. Motivation and Personality
10.10.3. Job Satisfaction and Fulfillment

Module 11. People Management

11.1. Introduction to Personnel Management
11.1.1. Human Resources in the Company
11.1.2. Personnel Administration Management in Human Resources (HR)

11.2. Recruitment Modalities
11.2.1. The Work Contract
11.2.2. Types of Contracts
11.2.3. Types of Contract Termination

11.3. The Payroll Receipt (I)
11.3.1. Salary
11.3.2. Salary Payments
11.3.3. Extra Salary Payments

11.4. The Payroll Receipt (II): Calculation
11.4.1. Payroll Structure
11.4.2. Contribution Bases
11.4.3. Payroll Accounting

11.5. The Payroll Receipt (III): Deductions
11.5.1. Deductions
11.5.2. Taxes
11.5.3. Social Security
11.5.4. Other Deduction Types

11.6. Working Hours, Vacations and Leave
11.6.1. Workday
11.6.2. Vacations
11.6.3. Work Permits
11.6.4. Disabilities

11.7. Taxes
11.7.1. The Tax System
11.7.2. Tax Obligations of Employees
11.7.3. Employer's Tax Obligations

11.8. Technological Tools for Payroll Processing
11.8.1. The ERP Concept
11.8.2. Importance in Payroll Management
11.8.3. Most Common Programs

11.9. Compensation and Benefits
11.9.1. Compensation and Benefits Administration
11.9.2. Benefits in Excess of the Law
11.9.3. Emotional Salary
11.9.4. Home Office

11.10. Equal Opportunity in Personnel Administration
11.10.1. Equal Opportunity as Part of Organizational Culture
11.10.2. Gender Equity
11.10.3. Social Responsibility

Module 12. Management and Management of in-company Training

12.1. In-company Training
12.1.1. Training Concept, Objectives and Actors
12.1.2. Training as an Element of Business Strategy

12.2. Training Planning
12.2.1. Element of Training Planning
12.2.2. Budget Management

12.3. Assessment of Training Needs
12.3.1. Detection of DNC Training Needs
12.3.2. Techniques and Data Collection
12.3.3. Analysis and Valuation

12.4. Training Methods
12.4.1. On-the-job Training
12.4.2. Off-the-job Training
12.4.3. Training in Digital Environments: elearning
12.4.4. Blended Training

12.5. Design and Programming of Training Actions
12.5.1. Concept of Design and Programming of Training Actions
12.5.2. Definition of the Objective and Contents of the Training Actions
12.5.3. Methodology of Teaching in Training Activities

12.6. The Dual Education System
12.6.1. Origin of Dual Training and Reference Countries
12.6.2. Labor Aspects of the Dual Training Context
12.6.3. Training Aspects of the Dual Training Context
12.6.4. Perspectives and Evolution of Dual Training

12.7. Legal Framework for Training
12.7.1. Art. 123
12.7.2. Federal Labor Law
12.7.3. Collective Bargaining Agreements

12.8. The Cost of Training in the Organization
12.8.1. Direct Training Costs
12.8.2. Indirect Training Costs

12.9. The Economic Impact of Proper Training in the Company

12.10. In-house Training Inspections and Audits
12.10.1. Government Inspections
12.10.2. External Audits
12.10.3. Risks in Case of Non-compliance

12.11. High Specialty Training
12.11.1. High-risk Positions
12.11.2. Special Training Programs

Module 13. Strategic Management of Equality and Diversity in HR

13.1. Government Employment Programs and Policies
13.1.1. Knowledge of Current Governmental Employment Policies
13.1.2. Employment Subsidy Programs
13.1.3. Government as a Provider of Employment

13.2. Poverty and Social Exclusion Policies
13.2.1. Conceptualization of Poverty in Socio-economic Terms
13.2.2. Legal and Social Contextualization
13.2.3. Poverty and Social Inclusion in Employment Policies

13.3. Social Groups and Employment Difficulties
13.3.1. Identification of Social Groups
13.3.2. Exclusionary Labor Practices
13.3.3. Programs and Laws Protecting Social Groups

13.4. Disability in the Work Environment
13.4.1. Conceptualization of Disability
13.4.2. Inclusion Programs in the Company
13.4.3. Government Incentives

13.5. Youth and First Job Programs
13.5.1. Policies for Interns and Trainees in the Company
13.5.2. Government Programs
13.5.3. Challenges of Youth Employment in the Context of Digital Transformation

13.6. Pensions and Retirement
13.6.1. Corresponding Laws
13.6.2. Pension or Retirement Eligibility

13.7. Women and Work (I): Gender Violence
13.7.1. Contextualization of Gender Violence
13.7.2. Business Programs Against Gender Violence
13.7.3. Promoting Employment Among Women Victims of Gender-Based Violence

13.8. Women and Work (II): Discrimination and Marginalization in Employment
13.8.1. Women in the Labor Context Throughout History
13.8.2. Employment Discrimination
13.8.3. Productive Sectors with Greater Employability for Women

13.9. Immigration and Labor
13.9.1. Types of Immigrants
13.9.2. Government Programs
13.9.3. Work Permits

13.10. International Personnel Management
13.10.1. Global Companies
13.10.2. Immigrants and Expatriates
13.10.3. Fostering a Global Corporate Culture

Module 14. Selection of people (I): Quantitative and Qualitative Methodologies

14.1. Introduction to Personnel Management
14.1.1. Personnel Selection
14.1.2. Stages of Personnel Selection

14.2. Recruitment: Techniques
14.2.1. Internal Recruitment Sources
14.2.2. External Recruitment Sources
14.2.3. Digital Recruitment: e-Recruitment

14.3. Quantitative Personnel Selection Tests
14.3.1. Psychometrics
14.3.2. Psychometric Tests
14.3.3. Skills or Knowledge Tests

14.4. Psychological Tests in the Work Environment
14.4.1. Intelligence Test
14.4.2. The Personality Test
14.4.3. Test of Specific Competences

14.5. Qualitative Personnel Selection Tests
14.5.1. Role Play
14.5.2. Asessment Center
14.5.3. Group Dynamics

14.6. Evaluation of the Effectiveness and Efficiency of Selection Processes
14.6.1. Methods of Quantitative Assessment of Selection Processes
14.6.2. Methods for Qualitative Assessment of Selection Processes

14.7. On Boarding
14.7.1. Welcoming Protocols
14.7.2. Induction
14.7.3. Organizational Culture Attachment Strategy
14.7.4. Adjustment Interview

14.8. Incorporation of Equal Opportunities in the Quantitative and Qualitative Selection Processes
14.8.1. Equal Opportunities in Organizations
14.8.2. Protocols for Incorporating Equal Opportunity in the Selection and Promotion Processes

14.9. Internal Promotion Processes
14.9.1. Life and Career Plan
14.9.2. Replacement Letters
14.9.3. Promotion Processes

14.10. Employer Branding
14.10.1. Employer Branding and its Importance
14.10.2. Online Corporate Branding Tools (website, social networks, blogs)
14.10.3. Offline Corporate Branding Tools: Job Fairs, Media Impact

Module 15. People Selection (II): Digital Era

15.1. Job Skills in the Digital Era
15.1.1. Concept of Competence
15.1.2. Competencies and Careers of the Future in the Fourth Industrial Revolution
15.1.3. National and International Frameworks of Professional c-Competencies

15.2. Introduction to the 2.0 Environment and Selection
15.2.1. Advantages of the 2.0 Environment in Recruitment and Selection
15.2.2. Main Means to Carry Out Online Selection Processes

15.3. Analysis of Professional Competencies in the Business Environment
15.3.1. Identification of Competency Needs in the Job Positions
15.3.2. Elaboration of the Dictionary of Competencies

15.4. Personnel Selection by Professional Competencies
15.4.1. Competency-based Selection Interview
15.4.2. STAR Methodology
15.4.3. Asessment Center
15.4.4. Evaluation of the Competency-based Selection Process

15.5. E-Recruitment, Nethunting and Employer Branding
15.5.1. Social Reputation and Employer Branding
15.5.2. Social Media recruiting
15.5.3. Inbound recruitment
15.5.4. Mobile recruitment
15.5.5. The new e-Recruitment professionals: The Nethunters

15.6. Competency-based Selection Processes in Digital Environments
15.6.1. Big Data Analysis in the Identification of Professional Competences
15.6.2. Algorithmics in the Selection of People (Job Portals 2.0)
15.6.3. Gamification Tests
15.6.4. Networking and Personal Branding

15.7. Headhunting and the Recruitment of Digital Human Talent
15.7.1. Headhunting
15.7.2. Job Mapping
15.7.3. Online Talent Management
15.7.4. International Recruitment

15.8. Intranet as a Communication and Selection Tool
15.8.1. Intranet: Operation, Concepts and Definitions
15.8.2. Operation of an Intranet
15.8.3. Types of Intranet
15.8.4. Intranet Implementation in HR Processes

15.9. Development of Digital Competencies
15.9.1. Detection of Transversal Digital Competencies
15.9.2. Digital Skills Training in the Business Environment

15.10. Digital Culture and Workers' Inherent Digital Rights
15.10.1. Society 3.0
15.10.2. Cybersecurity and Personal Data Protection

Module 16. Performance Management and Compensation Policy

16.1. Introduction to Performance Management and Management by Objectives
16.1.1. The Impact of the Digital Era on Professional Performance
16.1.2. Digital Transformation in Companies
16.1.3. New Human Resources Policies in the Digital Era
16.1.4. New Work Environments
16.1.5. Performance Evaluation: What is it and What is it for?
16.1.6. Performance Evaluation Models

16.2. The Performance Management Cycle
16.2.1. New Work Environments
16.2.2. Phases of the Performance Management Cycle
16.2.3. Models in Work Systems

16.3. Performance Planning
16.3.1. Initial Design of the Performance Evaluation: Company Analysis
16.3.2. Setting Individual and Group Objectives
16.3.3. Performance Metrics
16.3.4. Competency-based Evaluation Systems

16.4. Performance Monitoring
16.4.1. Management of the Corporate Talent Map
16.4.2. Individual and Group Action Plan Follow-up Mechanisms: Observation, Coaching and Feedback Techniques
16.4.3. Recognition Plans

16.5. Performance Evaluation
16.5.1. Key Points in Performance Appraisal: Objectives, Competencies and Project/Team
16.5.2. Definition of Evaluation Scales and Parameters of Excellence
16.5.3. The Application of the Evaluation

16.6. Underperformance Management
16.6.1. Observation Techniques
16.6.2. Incentive Motivation and Coaching Methodologies
16.6.3. Recovery Plan

16.7. Remuneration Policy
16.7.1. Regulation of Work and Remuneration
16.7.2. Establishment of the General Compensation System
16.7.3. Variable Remuneration
16.7.4. Control Systems

16.8. Legal and Labor Aspects of Remuneration
16.8.1. Legal Framework
16.8.2. Application

16.9. Annual Planning of Performance Plans
16.9.1. Design and Development of an Annual Performance Plan
16.9.2. Analysis of Results

16.10. Additional Compensation Aspects
16.10.1. Pension Plans
16.10.2. Other Special Situations

Module 17. Management of Labor Intermediation Policies

17.1. Labor Intermediation in the Common Portfolio of the National Employment System Services
17.1.1. Labor Intermediation
17.1.2. The New Role of Public Employment Services
17.1.3. Discrimination in Access to Employment

17.2. Labor Intermediation
17.2.1. Conceptualization of Intermediation: Basic Principles
17.2.2. Labor Intermediation and Professional Orientation
17.2.3. Labor Intermediation Within Active Employment Policies in Public Services
17.2.4. Collaborating Agents in the Outsourcing of Intermediation: Recruitment Agencies and Temporary Employment Agencies

17.3. Job Prospecting (I)
17.3.1. Statistical Data on the Business Fabric
17.3.2. Sources of Labor Market Information
17.3.3. Current Labor Market Indicators
17.3.4. Employment Opportunities

17.4. Job Prospecting (II)
17.4.1. Diagnosis and Analysis of the Labor Market
17.4.2. Prospecting and its Phases: Approaching the Company and Recruiting Plan
17.4.3. Loyalty and Evaluation of the Relationship with Companies
17.4.4. Management of the Employment Demand and Accompaniment to the Company

17.5. Recruitment Activities
17.5.1. Conceptualization of Recruitment: Typologies
17.5.2. Recruitment Procedures in the Digital era: e-Recruitment
17.5.3. Recruitment in the Collaborating Placement Agencies

17.6. Personalized Itineraries of Orientation and Labor Market Insertion
17.6.1. Basic Aspects and Elements that Include it
17.6.2. Elaboration of Personalized Itineraries of Orientation and Labor Market Insertion
17.6.3. Special Considerations for Groups with Labor Market Insertion Difficulties

17.7. The Sanctioning Regime for Brokerage Activities
17.7.1. Lack of Penalties for the Recruitment of Irregular Labor Orientation and Placement
17.7.2. The Training Sanctioning Regime

17.8. Illegal Assignment of Workers: Regulatory Framework
17.8.1. Successive Reforms of the Concept and the Current Identification of Illegal Assignment
17.8.2. Illegal Intercompany Transfers
17.8.3. Consequences of Unlawful Assignment

17.9. Public-Private Collaboration in Labor Intermediation
17.9.1. European Public-Private Partnership Models
17.9.2. The Public-Private Partnership Framework Agreement after the Labor Reform
17.9.3. The Convergence of Training Obligations with the Public Employment Services

17.10. Challenges of Labor Intermediation Policies in the Digital Era
17.10.1. Labor Intermediation in Telematic Employment Agencies
17.10.2. Labor Mobility and Globalization in Employment Policies
17.10.3. Job Prospecting in the Digital Era

Module 18. Personal Productivity and Project Management

18.1. Time Management
18.1.1. Use of Time
18.1.2. Time Planning: Time Thieves
18.1.3. Development of Operational Plans and Management Control
18.1.4. New Technologies at the Disposal of Time: Outlook, Microsoft Project

18.2. Personal Energy Management
18.2.1. Personal Competencies and Management Skills
18.2.2. Interpersonal Skills
18.2.3. Conflict Resolution

18.3. Personal Stress Management Strategies
18.3.1. Stress: Basic Concepts and its Role in Survival
18.3.2. Eustress and Distress
18.3.3. Stress Management Strategies: Cognitive, Behavioral and Emotional

18.4. Project Planning and Control
18.4.1. Scope Management
18.4.2. Project Schedule Management
18.4.3. Project Cost Management

18.5. Project Quality Management
18.5.1. Planning, Quality Assurance and Quality Control: Applicable Regulations
18.5.2. Project Risk Management and Technical Tools for Project Risk Management

18.6. People Management
18.6.1. Leadership Management and Team Management in Human Resources
18.6.2. Corporate Responsibility and Ethics of the Project Manager

18.7. Legal Aspects of Project Management
18.7.1. Recruitment Management
18.7.2. Procurement Planning (The Purchasing Cycle)
18.7.3. Contract Administration and Procurement

18.8. Project Financing
18.8.1. Economic-Financial and Risk Analysis
18.8.2. Financing Mechanisms
18.8.3. Program Financial Management (Budget, Program Control, Program Closing)

18.9. Communication and Project Sales
18.9.1. Communication and Stakeholder Management
18.9.2. Project Sale Management
18.9.3. Quality Assessment in Knowledge Management and Project Management Trends
18.9.4. Information Management
18.9.5. ISO Business School 10006
18.9.5.1. UNE 412001: Practical Guide to Knowledge Management
18.9.5.2. Tiwana Methodology

07
Methodology

This academic program offers students a different way of learning. Our methodology uses a cyclical learning approach: **Relearning.**
This teaching system is used, for example, in the most prestigious medical schools in the world, and major publications such as the **New England Journal of Medicine** have considered it to be one of the most effective.

Discover Relearning, a system that abandons conventional linear learning, to take you through cyclical teaching systems: a way of learning that has proven to be extremely effective, especially in subjects that require memorization"

TECH Business School uses the Case Study to contextualize all content

Our program offers a revolutionary approach to developing skills and knowledge. Our goal is to strengthen skills in a changing, competitive, and highly demanding environment.

At TECH, you will experience a learning methodology that is shaking the foundations of traditional universities around the world"

This program prepares you to face business challenges in uncertain environments and achieve business success.

A learning method that is different and innovative

This TECH program is an intensive educational program, created from scratch to present executives with challenges and business decisions at the highest level, whether at the national or international level. This methodology promotes personal and professional growth, representing a significant step towards success. The case method, a technique that lays the foundation for this content, ensures that the most current economic, social and business reality is taken into account.

> *You will learn, through collaborative activities and real cases, how to solve complex situations in real business environments"*

The case method has been the most widely used learning system among the world's leading business schools for as long as they have existed. The case method was developed in 1912 so that law students would not only learn the law based on theoretical content. It consisted of presenting students with real-life, complex situations for them to make informed decisions and value judgments on how to resolve them. In 1924, Harvard adopted it as a standard teaching method.

What should a professional do in a given situation? This is the question we face in the case method, an action-oriented learning method. Throughout the program, the studies will be presented with multiple real cases. They must integrate all their knowledge, research, argue and defend their ideas and decisions.

Our program prepares you to face new challenges in uncertain environments and achieve success in your career.

Relearning Methodology

TECH effectively combines the Case Study methodology with a 100% online learning system based on repetition, which combines different teaching elements in each lesson.

We enhance the Case Study with the best 100% online teaching method: Relearning.

Our online system will allow you to organize your time and learning pace, adapting it to your schedule. You will be able to access the contents from any device with an internet connection.

At TECH you will learn using a cutting-edge methodology designed to train the executives of the future. This method, at the forefront of international teaching, is called Relearning.

Our online business school is the only one in the world licensed to incorporate this successful method. In 2019, we managed to improve our students' overall satisfaction levels (teaching quality, quality of materials, course structure, objectives...) based on the best online university indicators.

01 learning from evidence

02 relearning from evidence

03 testing

04 learning from an expert

05 neurocognitive context dependent learning

06 Von-Restorff effect

07 case based learning through storytelling

08 competencies testing (retesting)

In our program, learning is not a linear process, but rather a spiral (learn, unlearn, forget, and relearn). Therefore, we combine each of these elements concentrically. With this methodology we have trained more than 650,000 university graduates with unprecedented success in fields as diverse as biochemistry, genetics, surgery, international law, management skills, sports science, philosophy, law, engineering, journalism, history, markets, and financial instruments. All this in a highly demanding environment, where the students have a strong socio-economic profile and an average age of 43.5 years.

Relearning will allow you to learn with less effort and better performance, involving you more in your specialization, developing a critical mindset, defending arguments, and contrasting opinions: a direct equation to success.

From the latest scientific evidence in the field of neuroscience, not only do we know how to organize information, ideas, images and memories, but we know that the place and context where we have learned something is fundamental for us to be able to remember it and store it in the hippocampus, to retain it in our long-term memory.

In this way, and in what is called neurocognitive context-dependent elearning, the different elements in our program are connected to the context where the individual carries out their professional activity.

This program offers the best educational material, prepared with professionals in mind:

Study Material

All teaching material is produced by the specialists who teach the course, specifically for the course, so that the teaching content is highly specific and precise.

These contents are then applied to the audiovisual format, to create the TECH online working method. All this, with the latest techniques that offer high quality pieces in each and every one of the materials that are made available to the student.

Classes

There is scientific evidence suggesting that observing third-party experts can be useful.

Learning from an Expert strengthens knowledge and memory, and generates confidence in future difficult decisions.

Management Skills Exercises

They will carry out activities to develop specific executive competencies in each thematic area. Practices and dynamics to acquire and develop the skills and abilities that a high-level manager needs to develop in the context of the globalization we live in.

Additional Reading

Recent articles, consensus documents and international guidelines, among others. In TECH's virtual library, students will have access to everything they need to complete their course.

30%

10%

8%

3%

30%

15%

4%

Case Studies

Students will complete a selection of the best case studies chosen specifically for this program. Cases that are presented, analyzed, and supervised by the best senior management specialists in the world.

Interactive Summaries

The TECH team presents the contents attractively and dynamically in multimedia lessons that include audio, videos, images, diagrams, and concept maps in order to reinforce knowledge.

This exclusive educational system for presenting multimedia content was awarded by Microsoft as a "European Success Story".

Testing & Retesting

We periodically evaluate and re-evaluate students' knowledge throughout the program, through assessment and self-assessment activities and exercises, so that they can see how they are achieving their goals.

Our Students' Profiles

This academic program by TECH Global University is aimed at professionals with extensive experience in the sector who, aware of the importance of continuing their studies throughout their working life, have decided to broaden their training with an Advanced Master's Degree in which they will find the most relevant information on human resources management and the personnel selection process. A program that will, undoubtedly, give more visibility to your CV.

TECH students are professionals with extensive experience who are looking for a better job"

Average Age

Between **35** and **45** years old

Years of Experience

More than 15 years **25%**

Up to 5 years **16%**

5 to 10 years **31%**

10 to 15 years **28%**

Training

Labor Relationships **29%**

Psychology **27%**

Social Sciences **6%**

Other **13%**

Business **25%**

Academic Profile

Human Resources **29%**

Section chiefs **20%**

Consulting **22%**

Other **14%**

Psychology **15%**
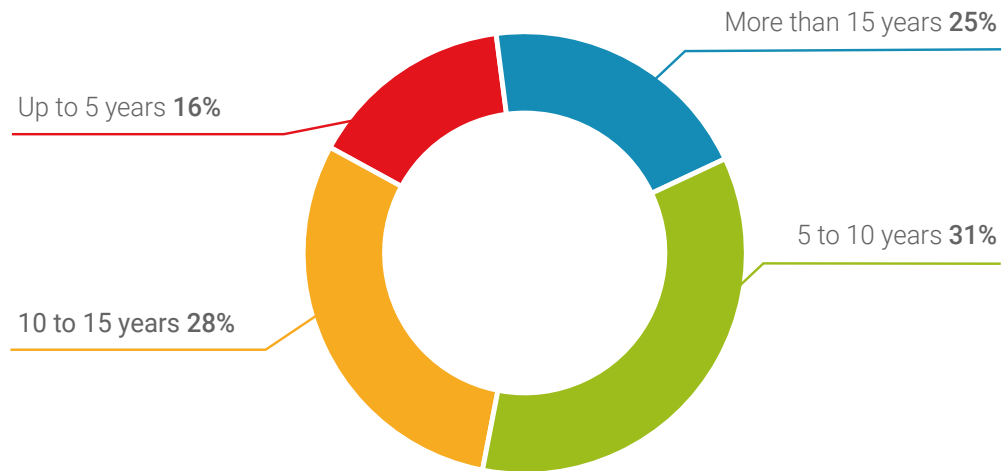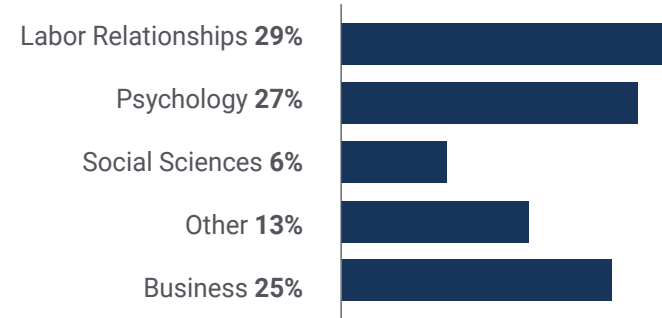
Geographical Distribution

USA **13%**
Spain **37%**
Mexico **19%**
Colombia **7%**
Argentina **8%**
Chile **3%**
Peru **3%**
Other **7%**
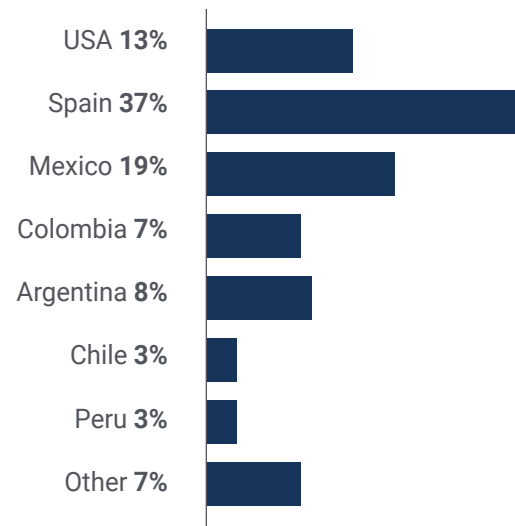
Mr. Jaime González

HR Director

"This program has provided me with the knowledge I need to handle myself with ease in my work practice. In this way, I have been able to update myself on new strategies in the personnel selection process, achieving greater confidence in my work and my way of acting. In addition, its 100% online methodology has been essential to be able to study without problems, combining the completion of the program with the rest of my obligations"

Impact on Your Career

The completion of this program will provide students with the necessary skills to develop professionally in an indispensable area in any business. In this way, human resources managers will have in their hands in order the most innovative tools to carry out the selection processes in an effective and efficient way, incorporating into their companies the most qualified personnel for each position. Undoubtedly, a unique program that will give a boost to your career.

" *A unique program that will mark a before and after in the training of professionals"*

Are you ready to take the leap?
Excellent professional development awaits you.

This Advanced Master's Degree MBA in HR, Recruitment Expert by TECH Global University is an intensive program that prepares students to face challenges and business decisions both nationally and internationally. Its main objective is to promote your personal and professional growth Helping them achieve success.

Therefore, those who wish to improve themselves, achieve a positive change at a professional level and interact with the best, will find their place at TECH.

A large percentage of our students achieve employment success after studying with us.

If you want to make a positive change in your profession, do not miss the opportunity to specialize in TECH.

When the change occurs

During the program	During the first year	After 2 years
21%	**53%**	**26%**

Type of change

Internal Promotion **35%**

Change of Company **25%**

Entrepreneurship **40%**
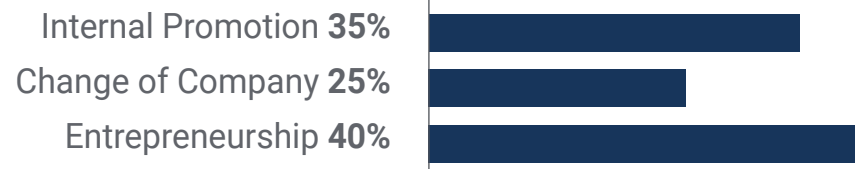
Salary increase

This program represents a salary increase of more than **25%** for our students.

Salary before	A salary increase of	Salary after
$57,900	**25.22%**	**$72,500**

10

Benefits for Your Company

Business professionals who complete this Advanced Master's Degree will not only experience personal and academic growth, but will also bring a new business vision to their company more adapted to the needs of the 21st century. And they will achieve this with a high-quality program that incorporates the latest and most up-to-date information in this field, so that students can get up to date in a fundamental area of business.

The completion of this program will allow you to choose the most qualified employees for each position with complete confidence"

Developing and retaining talent in companies is the best long-term investment.

01

Intellectual Capital and Talent Growth

The executive will introduce the company to new concepts, strategies, and perspectives that can bring about significant changes in the organization.

02

Retaining high-potential executives to avoid talent drain

This program strengthens the link between the company and the executive and opens new avenues for professional growth within the company.

03

Building agents of change

The manager will be able to make decisions in times of uncertainty and crisis, helping the organization overcome obstacles.

04

Increased international expansion possibilities

Thanks to this program, the company will come into contact with the main markets in the world economy.

05 Project Development

The manager will be work on a current project or develop new projects in the field of R&D or Business Development within their company.

06 Increased competitiveness

This Advanced Master's Degree will equip students with the skills to take on new challenges and drive the organization forward.

11
Certificate

This Advanced Master's Degree in MBA in HR Recruitment Expert guarantees you, in addition to the most rigorous and updated training, access to a Advanced Master's Degree issued by TECH Global University.

Successfully complete this program and receive your university degree without travel or laborious paperwork"

This program will allow you to obtain your **Advanced Master's Degree diploma in MBA in HR Recruitment Expert** endorsed by **TECH Global University**, the world's largest online university.

TECH Global University is an official European University publicly recognized by the Government of Andorra (*official bulletin*). Andorra is part of the European Higher Education Area (EHEA) since 2003. The EHEA is an initiative promoted by the European Union that aims to organize the international training framework and harmonize the higher education systems of the member countries of this space. The project promotes common values, the implementation of collaborative tools and strengthening its quality assurance mechanisms to enhance collaboration and mobility among students, researchers and academics.
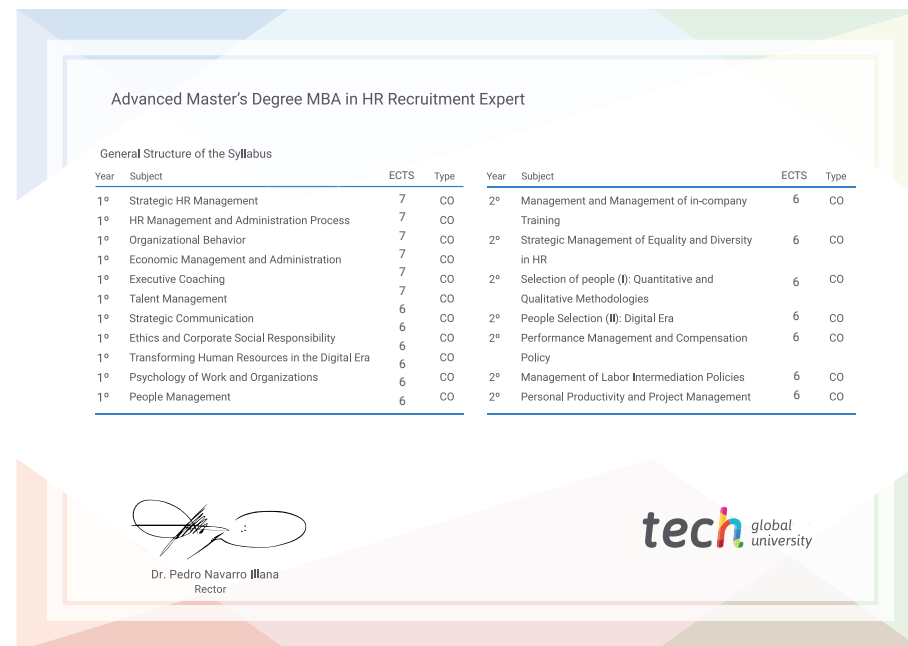
This **TECH Global University** title is a European program of continuing education and professional updating that guarantees the acquisition of competencies in its area of knowledge, providing a high curricular value to the student who completes the program.

Title: **Advanced Master's Degree in MBA in HR Recruitment Expert**

Modality: **online**

Duration: **2 years**

Accreditation: **120 ECTS**

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tech global university

Mr./Ms. _____, with identification document _____
has successfully passed and obtained the title of:

Advanced Master's Degree in MBA in HR Recruitment Expert

This is a program of 3,000 hours of duration equivalent to 120 ECTS, with a start date of dd/mm/yyyy and an end date of dd/mm/yyyy.

TECH Global University is a university officially recognized by the Government of Andorra on the 31st of January of 2024, which belongs to the European Higher Education Area (EHEA).

In Andorra la Vella, on the 28th of February of 2024

Dr. Pedro Navarro Illana
Rector

Unique TECH Code: AFWORD23S   techtitute.com/certificates

Advanced Master's Degree MBA in HR Recruitment Expert

General Structure of the Syllabus

Year	Subject	ECTS	Type	Year	Subject	ECTS	Type
1º	Strategic HR Management	7	CO	2º	Management and Management of in-company Training	6	CO
1º	HR Management and Administration Process	7	CO	2º	Strategic Management of Equality and Diversity in HR	6	CO
1º	Organizational Behavior	7	CO				
1º	Economic Management and Administration	7	CO	2º	Selection of people (I): Quantitative and Qualitative Methodologies	6	CO
1º	Executive Coaching	7	CO				
1º	Talent Management	7	CO	2º	People Selection (II): Digital Era	6	CO
1º	Strategic Communication	6	CO	2º	Performance Management and Compensation Policy	6	CO
1º	Ethics and Corporate Social Responsibility	6	CO				
1º	Transforming Human Resources in the Digital Era	6	CO	2º	Management of Labor Intermediation Policies	6	CO
1º	Psychology of Work and Organizations	6	CO	2º	Personal Productivity and Project Management	6	CO
1º	People Management	6	CO				

Dr. Pedro Navarro Illana
Rector

tech global university

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*Apostille Convention. In the event that the student wishes to have their paper diploma issued with an apostille, TECH Global University will make the necessary arrangements to obtain it, at an additional cost.

Advanced Master's Degree
MBA in HR Recruitment Expert

» Modality: **online**
» Duration: **2 years**
» Certificate: **TECH Global University**
» Credits: **120 ECTS**
» Schedule: **at your own pace**
» Exams: **online**

Advanced Master's Degree
MBA in HR Recruitment Expert

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