

Fundamentals of Human Resources Management

TYPE: Short Learning Programme **MODE:** Online **PRICE:** R500

Course Description

Fundamentals of Human Resources Management (HRM) introduces learners to the key principles, practices, and legal foundations of effective HR management in the South African workplace.

The course explores the evolution of HRM into a strategic, people-centred function, covering the employment life cycle, HR value chain, key South African labour legislation, and the role of HR data and people analytics in supporting informed decision-making.

Learners will gain an understanding of core HR functions, including recruitment, employee development, performance management, and compliance. The course highlights how HR adds value by supporting organisational performance, promoting fairness, ensuring legal compliance, and enhancing the employee experience throughout the workforce lifecycle.

What You Will Learn

By completing this course, you will be able to:

- Explain the origin, history, and evolution of HRM from personnel management to modern strategic HR
- Describe the employment life cycle and how each stage contributes to organisational value
- Identify key South African labour laws that guide HR practices and protect employee rights
- Understand the role of HR data, data management processes, and compliance with POPIA
- Recognise how HR practices influence employee experience, productivity, retention, and organisational success

Course Content

- Introduction to Human Resources Management
- Employment life cycle & HRM value chain
- Legislative framework governing HRM in South Africa
- HR Data and data management

Who Should Enrol

- Aspiring HR practitioners and administrators
- New or junior HR staff seeking foundational knowledge
- Supervisors and team leaders with people management responsibilities
- Business owners or managers who manage employees
- Students pursuing studies in Human Resources or Business Management
- No prior HR knowledge is required

Course Completion

To complete this course, learners must participate in all learning activities and complete the short assessment. Upon completion, learners will receive a Certificate of Completion and Badge.

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