


Discipline	HUMAN RESOURCES MANAGEMENT code: 23 summer semester	
Specialty	Industrial Management	
ECTS credits: 5	Form of assessment: Continuous Assessment	
Lecturer	Chief. Assist. PhD Marina Marinova-Stoyanova Room 509 Phone: +359 /888 55 24 07 E-mail: mpmstoyanova@tu-varna.bg	
Department	Industrial Management	
Faculty	Faculty of Mechanical Engineering and Technologies	

Learning objectives:

The course offers the students of the specialty "Industrial Management" knowledge related to the theoretical foundations of the human resources management. The goal is to build a vision for future managers that will give them enable to have practical skills for working with people and managing their behavior.

The syllabus covers the main issues of human resources management which issues include organizing the human resources system in companies, planning, recruitment, selection and recruitment of staff, training, appreciates and remuneration of staff. After completing the course of lectures and laboratory exercises the students will know the structure of the management of human resources, essence, content and functionalities of the individual structural elements of this system, principles used in management practice, methods, techniques used in the management practice will acquire knowledge on how to solve typical problems in the practice of managing people.

CONTENTS:

Training Area	Hours lectures	Hours Seminar classes
<u>Lectures (Topics):</u>		
Topic 1. Introduction to human resources management	2	
Topic 2. System for human resources management in the organization	2	
Topic 3. Human resources planning	4	

Topic 4. Job positions analysis and projecting	2	
Topic 5. Determining of the necessity of human resources	4	
Topic 6. Selection, appointment and discharge of personnel	2	
Topic 7. Wages	2	
Topic 8. Social expenses for human resources	4	
Topic 9. Personnel assessment	2	
Topic 10. Organizational culture	4	
<u>Seminars:</u>		3
Topic 1. System for human resources management		3
Topic 2. Human resources planning		3
Topic 3. Job positions analysis and projecting		3
Topic 4. Personnel training and development		3
Topic .5. Safe and healthy labor conditions		3
TOTAL :	30 h	15 h