

BLUESKY- HR ACADEMY

Mastering Business HR

Introduction and the Objective of Blue Sky-HR Academy

With Globalisation, internet influence, proliferation of communities and growth of professionals, HR is becoming increasingly complex in today's corporate world. Most often the HR professional is marginalized into a maintenance and rudimentary role even though most professionals pontificate the need for HR to play a strategic role aligned with business.

Often the inputs and training received by most HR professionals received from Business schools and diploma programmes provide a generic framework of business and the chosen functional expertise but are not intensive enough to provide inputs at a ground level. This leads to the HR Executive found wanting at an execution level requiring him/her to acquire such skills through trial and error.

Objectives

The Objective of the **0 Gravity HR Course** is to provide HR executives or executives aspiring to begin a career in HR with ground level inputs in various facets and dimensions of HR so as to make a professional more equipped and tuned in to handle diverse HR challenges at an executional level. We choose to call this the "**0 Gravity HR Course**". This course would cover all the basic elements to make an HR executive more effective in their roles.

What can one expect after this course?

On successful completion of the course, you could expect greater understanding and application of HR tools and processes needed to be implemented in the Company that you would be placed at.

The Academy will teach you how to relate concepts and theories with practical application. Your grounding will be such that even years after advancing in your career, the concepts and applications will be firmly embedded.

As an illustration specifically after this course you should be able to:

- ⇒ Prepare a manpower Plan yourself
- ⇒ Develop a Compensation structure yourself
- ⇒ Set Performance Deliverables-KPA's/KRA's and KPI's
- ⇒ Design an Induction Programme
- ⇒ Define and develop HR Policies and Processes
- ⇒ Introduce Communication processes

How is the Academy different from a management institute?

A management institute is designed to provide mass inputs in Managerial Education with minimal focus on practical learning. One gets qualified after graduating from a Management institute but may not have the necessary training to apply concepts on the job directly. The Academy focuses on honing your execution skills and makes you more prepared to handle your job effectively.

Inputs that are provided are culled out of real time work places from most companies. This makes the executive more adept at being able to handle and deal with practical ground level issues.

Besides through the Academy the individual is associated on a continuous basis much after completing the course unlike in a Management Institutes wherein after one graduates, access and support is not available on any job related or technical matters. Through Blue Sky, academy students and professionals are continuously supported and are able to confer, counsel any research any new challenge that comes their way.

As a result students are never left alone in their career journey and that is the most important differentiator.

Moreover the Academy also provides continuous ongoing support and keeps the executive informed and contemporary much after they have graduated. This in turn contributes to the development, enrichment and growth of the executive.

Pedagogy

The course will be primarily instructed through technical inputs, work exercises and practice. Each module would comprise of case studies, role plays, self study, project assignments.

The entire focus would be drawing on practical cases from work situations. The focus will be on interactive discussions and peer-to-peer learning. This will enable participants to raise their thinking to a higher level.

In addition the participant will also be deputed to a few companies for practical training

A system of tutorials and mentorship will complement this method to maximize the potential of individual students.

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Duration

The Duration of the ‘**0 Gravity HR Course**’ will extend over:

- **3 months** on every **Saturday/Sunday** from **9.30 am to 7.30 pm**.

Alternatively there will be a batch from:

- **6.30 pm to 9.30 pm** on **Monday, Wednesday and Friday** for **3 months**

Batch Size

A single batch size would comprise of **20** students at the maximum so that the necessary personalized attention can be provided.

Fees

The fees for the Programme would be **Rs. 12,000/-** per participant.

Certification

Participants will be required to go through a combination of a test, interview and viva voce before being certified.

What will the Academy provide?

The training will cover the following

- Training inputs
- Course material
- Procedure/Process Manuals
- Templates and formats
- Certificate on successful completion
- Support in placement including within Blue Sky
- Technical support and mentorship for 1 year after the completion of the course

Venue

The venue for the course would be at Blue Sky centre located at 221, Laxmi Plaza, Off Link Road, Andheri(W), Mumbai 400 053

Academic Enablers

- Computers would be provided to all executives
- Well stocked library with the latest books on HR
- HR archives on templates and formats

Faculty

The academy has only qualified and experienced practicing HR Manager's across a diverse segment of industries

- **D'Oneil Vaz** – Organization Development and HR
- **Suchi Pabari**-Manager-Human Resource
- **Aparna Mazumdar**-Manager-Human Resource
- **Shradha Jaswal**-Manager-Human Resource
- **Marianne Parackal**-Programme Co-ordinator

Overview of Course Content

⇒ Introduction to HR

- History and Evolution
- Future of HR
- Expectations of CEO and Line Manager's
- Alignment of HR with Business
- Touch points of HR Value

⇒ Talent Acquisition

- Manpower Planning
- Recruitment
- Assessment and Selection

⇒ Start up of an HR Executive

- Induction & Orientation
- Personnel Files and Records
- HRIS
- Job roles/Competencies

⇒ Personnel Processes

- Developing policies and processes
- Designing an employee Handbook
- Understanding of statutory compliances

⇒ Talent Management

- Career Planning systems
- Managing Key & Critical resources
- Managing top performers
- Competency building

⇒ Training

- Identification of Training
- Design of Training
- Evaluation of Training
- Learning & Coaching

⇒ Compensation

- Compensation strategy & Policy
- Designing a Compensation structure
- Tax implications in Compensation-FBT
- Performance Pay/Incentives
- ESOP's

⇒ Performance Management

- Performance Review
- Setting KRA's and KPI's
- Performance Planning

⇒ Employee Relations & Management

- Developing rapport
- Identifying group influencers
- Handling Employee grievances
- HRIS

⇒ Organization Structure

- Designing Job grades, bands
- Understanding organization structures
- Designing organization structures
- New forms of structure

⇒ HR Research

- Developing & monitoring HR Metrics
- Developing HR Reports
- Analyzing HR metrics and inputs to decision making
- Organization diagnostics

⇒ Business HR

- Orienting HR deliverables to business
- Developing HR initiatives from a Balanced scorecard

⇒ OD Initiatives

- Communication Processes
- Team Processes

⇒ Work Culture

- Work environment programmes
- Welfare initiatives
- Fun at the work place

Chairman's Background

D'Oneil Vaz has been an HR professional for over a decade of which the last 8 years was in the capacity of Head of Human Resources for three Organizations. His niche expertise is in facilitating companies' transition from an entrepreneurial level to a professional matured set-up and thoroughly understands the various dimensions of HR and its challenges from a client's perspective.

He brings to the table expertise in the area of Change Management processes, developing a performance mind-set, Talent Management, Design & Evaluation of Organization structures and HR processes.

His 13 years of experience was spread over a diverse range of companies, (spanning entrepreneurial organizations, MNC, Investor managed enterprise and professionally managed Indian enterprises), cross section of industries and an eclectic workforce. He was earlier associated with reputed Companies such as:

- ➔ **MTV Networks** (Media and Broadcasting) as: **Director-Human Resources**
- ➔ **Venture Infotek** (A Warburg Pincus Company into IT/ITES) as: **Head-Human Resources**
- ➔ **The Kalpataru Group** (Conglomerate into Construction, Power Transmission, Office Supplies, Property Solutions) as: **AGM-Group HR**
- ➔ **Tata Motors** (Engineering/Automobiles)
- ➔ **Burroughs Wellcome** (Pharmaceuticals)
- ➔ **Armour Chemicals Pvt. Ltd** (Chemicals)

D'Oneil is a Post Graduate in Labour Studies from Bombay University and graduated from St Xavier's College, Mumbai. Besides, he has been trained by Dr TV Rao in Competency development, Assessment centers and retention techniques

His diversity with respect to managing creative talent, sales personnel, software professionals, Call centre executives, architects, project engineers, and blue collared workforce provides him with an edge in providing relevant solutions to any enterprise.

He is presently the Founder & CEO of **BLUESKY** and can be contacted at:
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