

# LABOR ORGANIZATION PERSONNEL MANAGEMENT

## COURSE SYLLABUS ABSTRACT

**Specialty** 6-05-0311-02 - "Economics and Enterprise Management"

	STUDY MODE	
	full-time	part-time (shortened program)
Year	3	3
Semester	5,6	5,6
Lectures, hours	68	16
Practical classes (seminars), hours	68	16
Course paper, semester	6	
Pass/fail, semester	5,6	5,6
Contact hours	136	32
Independent study, hours	152	256
Total course duration in hours / credit units	288/8	

### 1. Course outline

The aim of the academic discipline "Organization of labor and personnel management" is to develop in students a set of knowledge about the principles of organization of labor and personnel management at various enterprises, in the context of a developing market, digitalization of the economy, creation of high-tech automated production.

### 2. Course learning outcomes

**Upon completion of the course, students will be expected to**

**know:** key categories of the discipline being studied; principles of division and cooperation of labor; requirements for the creation of workplaces with rational working conditions; technologies for the use of working time; methods for studying working time principles of personnel management; the content of the main functions of personnel management of the organization; the essence of modern methods of personnel management; the mechanism of personnel management of the organization; motivational foundations of personnel management in modern organizations; principles of recruitment and selection of personnel.

**be able to:** apply the practice of division and cooperation of labor at the enterprise; use the skills of creating rational workplaces with decent working conditions; apply the basic principles and methods in the mechanism of personnel management of the organization; formulate goals and set tasks in the personnel management system; analyze the state of the organization's human resources management system; use effective methods of personnel motivation; analyze problems and situations that arise in the sphere of human resources management of the organization; rationally use the organization's time and other resources.

**have the skill:** assessment of specific situations, justification of rational ways of resolving them and programming of own actions on organization of work and personnel management of the organization; analysis of factors of the internal and external environment of the organization, influencing organization of work and work of personnel; selection and implementation of effective methods of managing employees of the organization depending on the specific situation; effective management of personnel behavior in the organization; high organizational and managerial culture; rational use of working time; teamwork in a group and motivation of employees; assessment of the quality of personnel work.

### 3. Competencies

Conduct activities to introduce advanced management methods, methods and techniques of work, improve the organization of workplace maintenance, create favorable working conditions and manage the behavior of the organization's personnel based on modern technologies, motivation and performance assessment

### 4. Requirements and forms of midcourse evaluation and summative assessment

Interim certification is carried out in the form of an exam. Current certification is carried out in the form of tests.