Faculty of Economics and Administrative Sciences
Course Syllabus

Course Title: Human Resource Management **Course Number: 1802031406**
Instructor: Dr. Waed Ensour **Instructor Office: 234**
Office hours: 9-10

Course Description:

This course is an introduction to Hospitality Human Resource Management (HRM). The course will discuss the HRM concept and functions which includes mainly, HR planning, job analysis, recruiting and selection techniques, evaluating job performance, training and development, rewarding performance and compensation practices.

Course objectives:

This course aims particularly to provide a comprehensive understanding of HRM concepts and functions in hospitality sector. Thus, the course is designed so that the students will understand:

1. The Human Resources Management term and functions.
2. How the job analysis and the job designs are conducted.
3. Be aware of the employment process, including HR planning, recruiting and staffing.
4. Familiarize students with the employees` training and development process, including training planning, cycle and methods.
5. Understand the compensation systems, including pay and benefits.

Grading plan:

First Exam: (25 points)

Second Exam: (25 points)

Participation and home works: (10 points)

Final Exam: (40 points)

Recommended Text:

- Dessler, G. (2015), Human Resource Management, 15th edition, Pearson Prentice Hall, USA.
- Gomez- Mejia, L., Balkin, D., Cardy, R. (2010), Managing Human Resources, 6th edition, Pearson Prentice Hall, USA.

Lectures timetable:

Week	Topics	Reading
1&2	Introduction to Human Resource Management	Ch.1
3&4	Managing Work Flows and Conducting Job Analysis	Ch.2
	First exam	
6&7	Managing Work Flows and Conducting Job Analysis	Ch.2
8&9	Employee Recruitment and Selection	Ch.5
	Second exam	
11&12	Evaluating Job Performance	Ch.7
13&14	Employees Training	Ch.8
15&16	Projects	
	Final exam	