

Managing Employee Misconduct & HR Documentation

Fast, Affordable, Stackable



Learning Outcomes



A deep understanding of Malaysian labour laws and regulations pertaining to employee misconduct, including the Employment Act 1955 and the Industrial Relation Act 1967



Proficiency in identifying various forms of employee misconduct, their implications, and legal ramifications in Malaysian context.



Familiarity with the principle of natural justice and procedural fairness in handling employee misconduct cases.



Knowledge of the best practices for creating and maintaining comprehensive HR documentation related to employee misconduct investigations.



The ability to conduct thorough and unbiased investigations into allegations of employee misconduct, adhering to legal requirements and due process.

This programme is for:

- HR professionals seeking a deeper understanding of Employment Relations and Industrial Law industry practices.
- HR executives aiming to progress into management positions.
- Designed to provide newcomers to HR with a solid foundation in Human Resources.
- Professionals who are looking for short university HR credentials for their career
- Senior-level professionals looking to gain insights into staff management, addressing misconduct, and implementing appropriate procedures.



Course Details & Fees



Date:

Contact us for details



Course Fee:

100% HRDC Claimable
Contact Us For More Details



Class:

100% Online interactive classes via Google Meet & Google Classroom.



Certification

Awarded by Infrastructure University Kuala Lumpur.

Alumni evaluate



of our students rated us 4 stars and higher for their overall satisfaction



of our students rated us 4 stars and higher for our course relevance with their jobscope



of our students rated us 4 stars and higher for our course applicability to the real-world experience



of our students rated us 4 stars and higher on our quality, high-skilled facilitators