

Ministry Of Education And Science Of Ukraine
Higher Educational Establishment Of Ukooopspilka
«Poltava University Of Economics And Trade»



**POLTAVA UNIVERSITY OF
ECONOMICS AND TRADE**

EDUCATIONAL - PROFESSIONAL PROGRAM

The first (Bachelor) level of higher education

Field of knowledge:
07 Management and Administration

Specialty
073 Management

Educational program «Human resource management»

Qualification:
Bachelor in Human resource management

Poltava 2018

General characteristics

Level of higher education	First (Bachelor) level
Degree in Higher Education	Bachelor's Degree
Field of Knowledge	07 Management and Administration
Specialty	073 Management
Educational program	Human resource management
Restrictions on Learning	No restriction
Educational qualification	Bachelor in Human resource management
Description of the subject area	<p>Theoretical content of the subject area: paradigms, laws, regularities, principles, historical background of management development, conception, categories, concepts of formation of human resources management, functions, methods, technologies and management decisions.</p> <p>Methods, techniques and technologies: general scientific and specific methods of research (computational and analytical, economic, statistic, mathematical, expert evaluation, factual, sociological, documentary, balance sheet, etc.); methods of functioning in human resource management (methods of marketing research, methods of economic diagnostics, methods of forecasting and planning, methods of designing organizational management structures, methods of motivation, methods of control, methods for evaluating social, organizational and economic efficiency in human resource management, etc.), methods of human resources management (administrative, economic, social-psychological); technologies for substantiation of managerial decisions on human resources (economic analysis, simulation modulation, decision tree, etc.).</p> <p>Tools and equipment:</p> <ul style="list-style-type: none">- application of technological and computer equipment, innovative computer programs used in human resource management
Academic rights of the graduates	Possibility of continuing education at the second (Master's) educational level, receiving postgraduate education in related and other specialties, advanced training, academic mobility

Employment of graduates

A specialist prepared to work in the field of in human resource management and able to perform the specified professional work according International Standard Classification of Occupations 2008 (ISCO-08):

1.Manager :

1229 Production and Operations Department
Managers;

1232 Personnel and Industrial Relations Department
Managers.

2.Professionals:

2310 College, University and Higher Education
Teaching Professionals;

2412 Personnel and Careers Professionals;

2419 Business Professionals;

2441 Economists

ECTS credits needed to obtain a corresponding degree of higher education

The volume of the bachelor's educational program on the basis of complete general education:

- on the basis of complete secondary education with a 4 year study term is 240 ECTS credits;

- on the basis of the educational qualification level of the junior specialist with a term of training of 2 years is 120 ECTS credits;

A minimum of 50% of the volume of the educational program should be directed towards the provision of general and special (professional) competencies in the specialty defined by the standards of higher education.

Requirements for the minimum amount of practice is not less than 10% of the total volume of the educational program.

List of educational disciplines of the professional-educational program by the training cycles

Nº	Name of the discipline	Hours/Credits
1	History and Culture of Ukraine	90/3
2	Practical psychology	90/3
3	Philosophy	90/3
4	Foreign Language	150/5
5	Ukrainian Language (for Professional Purposes)	90/3
6	Physical Education	120/4
7	Accounting, audit and taxation	120/4
8	Economic Theory	150/5
9	Modern information and communication technologies	150/5
10	Higher and Applied Mathematics	90/3
11	Innovation Management	135/4,5
12	Economics of Enterprise	120/4
13	Management	120/4
14	International Business Management	150/5
15	Health Safety	120/4
16	Labor Protection	90/3
17	Statistics	120/4

Nº	Name of the discipline	Hours/Credits
18	Personnel Audit	150/5
19	Labor Economics and Socio-Labor Relations	300/10
20	Personnel administration	120/4
21	Staff Motivation	240/8
22	Labour Rationing	150/5
23	Organization of work	150/5
24	Strategic Management	180/6
25	Self-management and time management	120/4
26	Team management	120/4
27	HR Management	240/8
28	Labor Potential Management	150/5
29	Physiology and Psychology of Work	150/5
30	Business Finance	120/4
31	Business analysis of enterprise activity	120/4
32	Commercial Law	90/3
33	State policy in the field of employment and social protection of the population	90/3
34	Business Foreign Language	120/4

Nº	Name of the discipline	Hours/Credits
35	Information Systems in Personnel Management and Labor Economics	90/3
36	Business Operation	90/3
37	Marketing	90/3
38	Administrative Law	90/3
39	Sociology and the basics of applied research	90/3
40	Documentation in management	120/4
41	Ethics of Business Communication	120/4
42	Corporate Culture	135/4,5
43	Human Development	90/3
44	Staff Motivation	90/3
45	The art of Public Speaking	120/4
46	Corporate Behavior	120/4
47	Fundamentals of Leadership	90/3
48	Working Groups Management	135/4,5
49	Conflict Management	120/4
50	Management of personnel behavior	120/4
51	Specialized Practical Training	990/33
52	Comprehensive Qualifying Examination	30/1
The total number of training hours		7200/240

CONTACTS

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