

Role-Based Training Solutions: Human Resources

To help professionals learn on-the-job skills that will propel your business forward, Dell Technologies has compiled a list of our recommended training courses for job roles surrounding Human Resources (HR).

Human Resources Manager

Human Resource Managers are the overseers of the human resources department and insurers of the functions and tasks being carried out by the HR team. They are often seen as the link between an organization's management and its employees, as their work runs the gamut, from providing consultation on strategic planning with top executives, to recruiting, interviewing, and hiring new staff.

Recommended Training for Human Resources Managers

[SHRM Essentials of HR Management](#)

[SHRM-CP/SHRM-SCP Certification Preparation](#)

[Coaching and Mentoring](#)

[Foster a Culture of Diversity Through Inclusive Leadership](#)

Human Resources Specialist

The responsibilities of Human Resources Specialists revolve around the recruitment and placement of employees; therefore, their job duties may range from screening job candidates and conducting interviews to performing background checks and providing orientation to new employees. In some organizations, HR Specialists may also have other duties related to benefits administration and employee retention.

Recommended Training for Human Resources Specialists

[SHRM Essentials of HR Management](#)

[Communication Strategies](#)

[Conflict Resolution](#)

[Conflict Resolution & Civility](#)

[Interpersonal Skills](#)