

**ADDITIONAL EDUCATIONAL PROGRAM (MINOR)
«HUMAN RESOURCE MANAGEMENT»**

For whom it is intended: Program (Minor) « Human resource management» it is intended for students of all Major educational programs.

Relevance: An additional trajectory provides training from the point of view of legal issues of management, the purpose of which is to form students ' basic legal knowledge and certain practical skills in the field of theory and practice of human resource management, allowing them to form the ability to make personnel decisions focused on the consumer market, aimed at professional growth in accordance with the demand in the labor market.

Justification: When forming the EP, the emphasis was placed on students ' mastering a wider range of applied and academic competencies through familiarization with various areas of historical knowledge, methods and approaches practiced in various historical disciplines. Students are provided with additional education Minor "Human Resource Management".

- forming an idea of legal forms of management;
- study of the legislation of the Republic of Kazakhstan concerning labor relations;
- mastering the issues of concluding legal contracts, employment contracts in organizations;
- training in human resource management and preparation of internal regulations;
- training in personnel management in accordance with labor legislation.

Purpose: the purpose of this program is to develop students ' basic legal knowledge and certain practical skills in the field of theory and practice of human resource management.

Program Description:

1. The program (Minor) consists of 3 disciplines, each discipline has 5 credits, in total the student must master 15 credits.
2. The program (Minor) «Human resource management» does not require pre-requisites.
3. The number of credits for obtaining a bachelor's degree remains unchanged at least 240 credits.

Program content:

Name of the discipline	Description of the discipline	Teaching outcomes
Civil right	show the history of civil law, sources of civil law. Subject of civil law. Objects of civil rights. Classification of civil rights objects. Property as an object of civil rights. The legal regime of immovable property in force of nature. Legal status of real estate by force of law. Civil legal relationship. Methods of civil law regulation. Participants in relations regulated by civil law	LO 1 – Demonstrate tolerant education of social, ethnic, religious and cultural differences, show communicativeness, leadership and creativity; LO 2 - Form your own view of historical events and phenomena in the context of world history on the basis of critical analysis; LO 3 - Assess the socio-political and economic role of Kazakhstan in the world community based on a phased study of the history of the state.
Personnel management	The discipline is aimed at studying: the principles of development and regularities of the organization's functioning, the main processes of the organization, the principles of goal setting, types and methods of organizational planning. Communication in oral and written form in a multilingual environment; Argue your own view of historical events and phenomena in the context of world history based on critical analysis; Apply research methods, use the skills of computer processing of historical information;	LO 1 – Demonstrate tolerant education of social, ethnic, religious and cultural differences, show communicativeness, leadership and creativity; LO 2 - Assess the socio-political and economic role of Kazakhstan in the world community based on a phased study of the history of the state.
Labor law of the Republic of Kazakhstan	subject and method of labor law. Development and place of labor law in the system of branches of law. Sources of labor law, their characteristic features. Unity and differentiation of labor law. Subjects of labor law, their classification. Legal relations in the field of labor law. Social partnership. Employment contract. Working hours. Rest time. Termination of the employment contract. Disciplinary and material liability in labor law. Labour dispute. International legal regulation of labor relations.	LO 1 – Demonstrate tolerant education of social, ethnic, religious and cultural differences, show communicativeness, leadership and creativity; LO 2 - Assess the socio-political and economic role of Kazakhstan in the world community based on a phased study of the history of the state.