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# HUMAN RESOURCES MANAGEMENT

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## TRAINING ON THE SUB-DELEGATION OF STAFFING AUTHORITIES

2 days

CC5001

This course emphasizes the importance of staffing as a tool enabling managers to meet current and future human resources needs.

At the end of this workshop, you will:

- understand your changing role and responsibilities related to staffing under the PSEA;
- better understand how the staffing regime works;
- will acquire the knowledge and skills required to fulfil staffing responsibilities and obligations under the Public Service Employment Act.

**Prerequisites:** Given that the sub-delegation of staffing is part of the framework on Required Training it should be undertaken as soon as the employee has completed the basic essentials required training for his/her level of management in order to grant his/her signing authorities

**Population:** This course is mandatory for all employees who have supervisory responsibilities attached to their position and have been identified by their superiors as requiring sub-delegation training for the purpose of staffing Canada-based positions and signing letters of offer within their work unit

**Mode of Delivery:** Classroom