



WSQ: Integrating Human Resource Management System (HRMS) for Enhanced Productivity

(TGS-2023019844)

UP TO
70%
COURSE
SUBSIDIES

SFC
ELIGIBLE

UTAP
SUPPORT

PSEA
SUPPORT

COURSE OVERVIEW

Learn all about HRMS software and discover how to integrate it in your workflow to optimise HR tasks like payroll management, increase productivity, and improve overall business efficiency. You'll gain practical experience and the skills needed to maximise the benefits of HRMS technology through hands-on, interactive training and enhance organisational performance at work.

LEARNING OUTCOMES

- **Improve HR Efficiency with Software:** Identify gaps in your current HR processes and learn how HRMS can make tasks faster and smoother.
- **Customize HRMS for Your Business:** Learn how to tailor HR software to fit your company's specific needs for better workflow integration.
- **Get Hands-On HRMS Experience:** Build practical skills by using HR software tools to manage payroll, employee records, and more.

WHO IS THIS COURSE FOR?

- Individuals to upgrade their employability in the HR sector.
- HR professionals to improve efficiency through HRMS tools.



Acquire practical
experience with
HRMS software tools



Gain deep insights into
optimising HRMS software
for enhanced efficiency



Learn how to tailor HRMS
software modules to fit
your business needs



SCAN ME



Duration

24 Hours (3 Days)
9:00 AM - 6:00 PM



Mode of Training

Classroom,
Online (Zoom)



Mode of Assessment

Written Assessment & Practical Performance

PREREQUISITES

- Possess at least a NITEC certification or have a min. of 2 years of HR-related work experience.
- Min. proficiency level of the Employability Skills Workforce Skills Qualification - WPLN Level 5 (Able to speak, listen, write, and read English with numeracy skills)

Individual Subsidy

Corporate Subsidy

	Singapore Citizens (21 - 39 years old) & SPR	Singapore Citizens (40 years old & above)	Non Small-Medium Enterprises (Non-SMEs)	Small-Medium Enterprises (SMEs)
Course fees	S\$1,500	S\$1,500	S\$1,500	S\$1,500
Course fees after SkillsFuture subsidy	S\$750 (50% subsidy)	S\$450 (70% subsidy)	S\$750 (50% subsidy)	S\$450 (70% subsidy)
Nett Course Fee (with 9% GST)	S\$885	S\$585	S\$885	S\$585
Additional subsidies (for covering remaining fees)	PSEA: Singaporeans 30 years old & below can cover remaining fees with Post-Secondary Education Account (PSEA). SkillsFuture Credits: Singaporeans 25 years old & above can cover remaining fees with SkillsFuture Credits. NTUC UTAP (up to 50%): NTUC UTAP members can receive up to 50% support after course subsidy.		SkillsFuture Enterprise Credit (SFEC): Can offset 90% of remaining fees. Absentee Payroll: Claimable up to \$4.50 per hour, capped at \$100,000 per enterprise per calendar year. Enterprise Innovation Scheme (EIS): - Annual tax deduction of 400%, OR - Convert 20% of course fees into cash payout.	

