

Workshop on Finance & Accounting for HR Professionals



PROGRAM OVERVIEW

Understanding of accounting is imperative in today's highly competitive business world. It is considered as a business language and a basis for business decision making. Accounting is the vehicle that helps the management in planning and controlling the resources of the business. The more important decision, the more need for relevant information. There are financial implications for each decision a manager takes, and even in decision requiring qualitative aspects has ultimately financial impacts.

The HR professionals may reach to top slots, and while acting as HR head, (s)he has to undergo lot of decision making process, for:

- ROI of Training Cost
- Developing salaries packages and tax on salaries
- Adminstrating Retiring benefits Gratuity and Provident Fund
- Staff Turnover Cost due to wrong hiring
- Negotiating with CBA
- Financial and non financial impacts of leave encashment
- Car policy and its cost impact
- Incentive schemes for workers and sales staff

BENEFITS

- ✓ To learn the language of finance and to communicate effectively with finance professionals in the organisation.
- ✓ To read and understand financial statements and monthly reports reflecting the performances.
- ✓ To enhance the decision making skill by use accounting and cost & management accounting concepts for day to day operating decisions and planning the business models

TOPICS COVERED

- ✓ Introduction and objectives of the course
- ✓ What HR Professional should know about Accounting and Finance
- ✓ General perception about accounting and accountants
- ✓ Concept of Resources vs. Sources
- ✓ Accounting concepts, assumption and terminologies for Understanding Financial Statements with live example
- ✓ Annual Report – Contents and importance
- ✓ Analysis of Cash Flow Statements
- ✓ Cost concepts for business decision making
- ✓ Budgeting for HR Professionals
- ✓ Analysis –graphic and numerical expression through ratios ,vertical and Horizontal analysis
- ✓ Case Studies

WHO SHOULD ATTEND

- HR Heads
- HR Executives
- Other non-finance executives involved in the operations, including: Sales & Marketing, Operations, Procurement etc.

TRAINERS' PROFILE

Abdul Rahim Suriya

He is a Fellow Member of the ICAP and the ICMAP. He has over 27 years experience in Accounting, Auditing, Corporate Finance and Operational Management. He is a Visiting Faculty at the Institute of Business Administration (IBA). During the past eight years, Abdul Rahim Suriya has conducted specialized training programs and seminars for senior executives for a number of leading corporate clients which include MNCs and National companies in Sectors including Pharma, Fertilizer, Insurance, Banks and Service. These programs were designed to cater to the special needs of the clients to achieve higher level of performance and achieve greater corporate synergies. He has so far conducted over 50 workshops both in-house and open-house. He has also authored a book "A Guide to Business Decision Making". He is also running an Audit firm A R Suriya & Co. For more details visit www.arsuriya.com

Workshop Fees

PKR 18,000/participant

Inclusive of Course material, IBA Workshop Certificate, Lunch, Refreshments, Group Photograph & Business Networking.

Discount Policy

- *10% Discount for 2 or more than 2 participants from the same organization
- **15% Discount for 5 or more than 5 participants from the same organization
- ***25% Discount to Members of ICAP (ICAP Members will get 14 CPD Hours in each module)

For Registration:

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