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CHRO MLC/IHA TRAINING ANNOUNCEMENT: JN HRM FOR JN SUPERVISORS

COURSE: JN HUMAN RESOURCES MANAGEMENT (JN HRM) FOR JAPANESE NATIONAL SUPERVISORS

日本人監督者養成セミナー

Note: Class will be conducted in Japanese

DATE: 19 December 2019

TIME: 08:00-16:30

PLACE: Camp Foster, Administration Bldg. # 495, 2nd Floor, Civilian Human Resources Office,
CHRO, Classroom #4

DESCRIPTION:

日本人監督者が組織の目標達成に貢献できるよう、人事を中心に必要な情報を提供します。監督者としての心得、最新の職種分析、人事配置、従業員訓練、労使関係調整、差別問題やセクハラ、ケーススタディによる職場の問題解決法など。

This course provides the necessary tools needed to successfully accomplish organizational objectives and abide by human resources laws and regulations. Students will learn the Japanese national (MLC/IHA) human resources programs, such as position classification, staffing and placement, training, labor management relations, prohibited personnel practices, diversity, sexual harassment prevention and more.

ELIGIBILITY:

すべての日本人監督者が対象です。優先順位は以下の通りです。

This class is open to all the Japanese national supervisors of MLC/IHA employees, Marine Corps activities in Okinawa; priority for this training is as follows:

1. MLC/IHA supervisors, managers, and foremen employed with USMC Okinawa.
1. 海兵隊勤務の日本人監督者、マネジャー、フォアマン
2. Team leaders and senior Japanese national employees of USMC Okinawa with a need to know their knowledge of supervisory skills
2. 監督者職ではないが、監督者としての知識が必要なチームリーダーや先輩従業員

HOW TO APPLY:

Nomination must be preapproved by attendee's supervisor. Submit nominations to CHRO Workforce Development Unit via e-mail to: mcbbutlerchrotraining@usmc.mil.

Nomination must include:

- a) Nominee's name
- b) Nominee's grade
- c) Nominee's position title
- d) Nominee's organization/section name
- e) Nominee's duty phone number
- f) Nominee's e-mail address
- g) Priority based on eligibility (indicate (1) or (2))

Deadline for submission is 11 Dec 19. 応募締め切りは 12 月 11 日 (水) です。