



# ZAMBIA CATHOLIC UNIVERSITY

**P. O Box 260410, Kalulushi,  
Copperbelt**

**Tel: +260 212 730209, Cell: +260 9674 305033**

[registrar@zcuniversity.edu.zm](mailto:registrar@zcuniversity.edu.zm), [www.zcuniversity.edu.zm](http://www.zcuniversity.edu.zm)

## Department Of Business Administration

---

### **Human Resource Management**

Human resources are a critical resource that can impact on the success or failure of an organization. Over the years the landscape has changed, and therefore Human Resources program must respond to the demands of the market.

The concept is that the Human Resource function and Human Resource practitioners must be viewed as products and services that customers need and want.

In this program, students will be required to take all the five courses in each semester. In addition to continuous assessments, students must pass semester examinations in each registered course. Lectures will be supplemented by case studies, role plays and other teaching methods.

In the final year, students will need to complete, submit and pass a research project as one of the requirements to qualify for the award of a degree certificate.

### **PROGRAMME AIM**

Through the inter-disciplinary approach, address the expectations of stakeholders. Competencies in the disciplines will make Human Resources practitioners relevant to the business environment.

## **PROGRAMME OBJECTIVES**

- Equip students with Human Resource Management principles and practices that will assist them to function according to the expectations of their stakeholders.
- Produce Human Resource personnel who will possess working knowledge and understanding of financial, economics and other related fields in order to meet the future challenges of the profession.
- Add value to Human Resources Management as a discipline through new concepts and approaches.

## **PROGRAMME DURATION AND ADMISSION REQUIREMENTS**

The program duration will be four years on full-time basis for grade 12 candidates meeting the University entry requirements.

Diploma or certificate holders in Human Resource Management may apply for exemptions, and these will be considered accordingly.

It is also intended to introduce part-time evening program whose duration may be determined by the number of courses taken in each semester.

## **COURSE STRUCTURE**

### **FIRST YEAR**

#### **FIRST SEMESTER**

Communication Skills 1  
Information Technology  
Principles of Management 1  
Introduction to Micro-Economics  
Social Teaching of the Church

#### **SECOND SEMESTER**

Communication skills 2  
Introduction to Sociology  
Principles of Management 2  
Introduction to Macro-Economics  
Fundamentals of marketing

### **SECOND YEAR**

#### **FIRST SEMESTER**

Human Resources Management  
Industrial Psychology  
Business Statistics 1  
Financial Accounting 1  
Business Ethics

#### **SECOND SEMESTER**

Human Resources Development  
Gender & Development  
Business Statistics 2  
Financial Accounting 2  
Business Law

### **THIRD YEAR**

#### **FIRST SEMESTER**

Strategic Human Resource Management  
(and comparative studies)  
Employee Counselling  
Occupational Health and Safety  
Cost Accounting 1  
Management information systems

#### **SECOND SEMESTER**

Labour Economics  
Christian Anthropology & Labour  
Research Methodology  
Cost Accounting 2  
Environmental Management

## **FOURTH YEAR**

### FIRST SEMESTER

Organisational Behaviour 1

Strategic Management 1

Industrial Relations

Operations Research

Thesis

### SECOND SEMESTER

Organisational Behaviour 2

Strategic Management 2

Reward Management

Productivity Management

Thesis