

CTESP | CURSO TÉCNICO SUPERIOR PROFISSIONAL



Direction

Anabela Figueira Chastre Neves

Number of Semesters

4

ECTS

120

About

The Higher Professional Technical Course in Administrative Management of Human Resources at the School of Administration Sciences of the Lusophone Polytechnic Institute represents a clear opportunity in a market that is constantly changing and expanding, making a significant contribution to improving the quality of the resources that operate in it.

Course Plan

Course Structure

1º Ano / No Branch

[English](#) 4 ECTS | [Fundamental Notions of Business and Labor Law](#) 4 ECTS | [Information and Communication Technologies](#) 4 ECTS | [Organizational Communication](#) 2 ECTS | [Organizational Management](#) 4 ECTS | [People Management in Organizations](#) 4 ECTS | [Portuguese](#) 4 ECTS | [Quantitative Methods](#) 4 ECTS | [Administrative Management of Human Resources](#) 6 ECTS | [Business Initiative and Entrepreneurship](#) 2 ECTS | [Environment, Safety, Hygiene and Health at Work](#) 2 ECTS | [Organisational Behaviour](#) 6 ECTS | [Performance Assessment](#) 3 ECTS | [Quality in Human Resources](#) 5 ECTS | [Recruitment and Selection](#) 6 ECTS |

2º Ano / No Branch

[Information Management](#) 6 ECTS | [Information Systems and Support for Human Resource Management](#) 2 ECTS | [Introduction to Accounting and Taxation](#) 3 ECTS | [Leadership and Negotiation Skills](#) 2 ECTS | [Project Methodology in Human Resources](#) 2 ECTS | [Reception and Socialization of Employees](#) 3 ECTS | [Strategic Management of Compensations](#) 6 ECTS | [Team Management](#) 3 ECTS | [Time Management and Work Organization](#) 3 ECTS | [Traineeship](#) 30 ECTS |