



# Human Resource Management Certificate Program

HOSTED BY HRBLC OF FLORIDA | INSTRUCTOR: ROY LANTZ, M.S., CCP, SPHR, SHRM-CP

## PROGRAM DETAILS

- **Start Date:**  
September 24, 2025
- **Schedule:** 10 Weekly Sessions  
Wednesdays- 6-8:30 PM
- **Location:** Council on Aging  
2501 SW Bayshore Blvd., PSL
- Total Hours: 25
- **Certificate Requirements:**  
*Must attend a minimum of 6 sessions and pass final exam*

## WHO SHOULD ATTEND?

- HR Professionals & Staff
- Entrepreneurs
- Business Leaders
- Department Heads
- Managers
- Supervisors

**RESERVE YOUR SPOT NOW!**



## EARLY BIRD REGISTRATION

*(Does NOT include your TEXTBOOKS)*

*Can purchase an E-Textbook, Under \$40*

*(More Details on our website)*

**\$75** - Register by September 10, 2025

**\$99** - Regular Registration

## TOPICS COVERED

- HR Management in Organizations
- Strategic HR Planning
- Equal Employment Opportunity
- Workforce & Job Analysis
- Employee Relations & Retention
- Recruiting & Selecting Staff
- Training & Employee Development
- Performance Management & Appraisal
- Total Rewards; Compensation
- Total Rewards; Benefits
- Employee Relations
- Union-Management Relations



## ABOUT THE INSTRUCTOR

Roy Lantz brings over 40 years of Senior HR Leadership experience in public, private, non-profit and government organizations. He has trained hundreds of HR Professionals for certification success.