



**PACE**  
INSTITUTE OF MANAGEMENT

Training Program  
**CHRO**  
CHIEF HUMAN RESOURCES OFFICER

## CHRO - CHIEF HUMAN RESOURCES OFFICER

**N**owadays, the head of human resources of an enterprise is often titled Chief Human Resource Officer (CHRO), instead of the traditional title of Human Resources Manager or Director. This change is not simply in name only; it reflects the transformation of CHRO's role according to global trends in human resources management. PACE recognizes that the CHRO is not only a high-level position, but also a professional occupation that requires methodical and systematic training. PACE has subsequently researched, designed, and implemented the Chief Human Resource Officer (CHRO) training program to empower business leaders with the knowledge of new trends and critical skills to become a professional CHRO.

Taking into profound consideration of the human resources circumstances in Vietnam, especially new labor laws and regulations, PACE hopes to provide business leaders with a global perspective on human resources management to bring their companies up to par with international standards. The training program for CHROs includes the following main components: (1) Being a Professional CHRO; (2) HR Division; (3) HR Strategy;



(4) Recruitment & Assignment; (5) Personnel Appraisal; (6) Learning & Development; (7) Compensation & Benefit; (8) Corporate Culture; (9) Laws on Labour and (10) Life Management Program.

Trainers of the program are seasoned experts in human resources management. They have in-depth knowledge of the latest trends in human resources management in Vietnam and worldwide. PACE's trainers are dedicated to helping participants upgrade their human resource systems so that they can more successfully compete and integrate into the international market.



## PROGRAM OBJECTIVES

### TARGET PARTICIPANTS

- Existing Human Resource (HR) directors, HR managers, heads of the personnel department, and Department of Administration in local and foreign enterprises, who wish to be equipped with HR knowledge and skills in order to become a professional CHRO.
- HR officers or executives who wish to become high-achieving CHROs.

### TARGET PREREQUISITES

Prospective participants must be at least 22 years old and satisfy at least one of the following requirements:

- University or college diploma (of any major).
- Current or former managers or executives holding important management positions in their companies.
- At least two years of work experience in a certain industry.



### **TRAINING OBJECTIVES**

- To help learners understand what a professional CHRO is like, and how to become a professional CHRO.
- To provide learners with fundamental concepts, core knowledge, and skills a CHRO must possess.

### **PROGRAM OBJECTIVES**

After completing this program, participants will be able to do the following:

- To understand current changes in the roles and responsibilities of a CHRO, and new trends in the HR management field locally and internationally.
- To acquire systematic thinking and core knowledge that is required of CHRO in today's business environment, including organizations and activities of the HR sector, setting up strategies to develop manpower for the organization, culture and corporate culture, recruitment and assignment processes, current labor laws, compensation, and benefit system building and execution.

### **PROGRAM DURATION**

- Each program includes 90 periods and lasts 04 months for daytime classes or 2.5 months for evening classes.

### **PROGRAM COMPLETION**

- Program completion requires taking a final examination. This final evaluation will be assessed as one of the factors for awarding a certificate of completion.



**PROGRAM CONTENT**

SUBJECTS		Session	Hours
1	Being a Professional CHRO	1	3
2	HR Division	2	6
3	HR Strategy	4	12
4	Recruitment & Assignment	4	12
5	Personnel Appraisal	4	12
6	Learning & Development (L&D)	4	12
7	Compensation & Benefit (C&B)	4	12
8	Corporate Culture	2	6
9	Laws on Labour	2	6
10	Life Management Program (LMP)	2	6
11	Final Exam	1	3
*	Graduation Ceremony	*	*
<b>TOTAL</b>		<b>30</b>	<b>90</b>



**PACE Institute of Management (PACE)** is a leading school for business leaders and managers in Vietnam. Our mission is *“to contribute to shaping a new business society in Vietnam by developing leadership capacity, professional capability and ethical standards for individuals, organizations and community”*.

To achieve its mission, PACE focuses on the following areas: **Corporate Training, Management Consulting, Book Publishing, and Seminars & Conferences**. In addition, PACE also initiates and manages several ***not-for-profit educational projects*** to actualize our mission in an overall and sufficient way.

Since its inception in 2001, PACE has expanded from solely providing business training to offering a wide range of high-quality programs and many resources and initiatives that expand the knowledge and deepen the skills of Vietnamese business leaders and professionals. To date, **more than 110 training programs** at PACE have been attended by **over 115.000** business leaders, managers and executives from local and foreign enterprises, public and private sectors, officials from central and local State agencies, and leaders from not-for-profit and non-governmental organizations in Vietnam.

In addition, PACE organizes local and international seminars and conferences on economics, business, management, leadership, culture and education. Particularly, in efforts to link the local community with the world’s great minds, PACE has organized international seminars presented by **Prof. Philip Kotler** (Father of Modern Marketing), **Prof. Michael Porter** (Father of Modern Strategy), **Mr. Paul Krugman** (Nobel Laureate in Economics), **Prof. Dave Ulrich** (The world’s most influential person in Human Resource Management), **Prof. Stephen M. R. Covey** (Father of “The Speed of Trust”), and so on. These seminars have brought influential insights from the world-renowned business thinkers to more than 22.000 CEOs, high-level executives, government officials, professionals, and scholars.

Last but not least, PACE also initiates and manages several not-for-profit educational projects. One of the not-for-profit endeavors is the OpenEdu Initiative. With the motto “for Self-Enlightening”, the diverse activities of OpenEdu include IPL Scholarship which offers 100% scholarships to young leaders aged 20-27, GoodBooks.org, Annual Book Awards, OneBook, Talk & Think forums and others. Each of PACE’s activities and non-profit projects plays a collaborative role in broadening and developing the educational and intellectual advancement of leaders across sectors and building opportunities for youth and young professionals to become competent and innovative leaders in Vietnam.

## PACE’S GLOBAL PARTNERS

- **FranklinCovey (FC)** is a high-trust global leading organization specializing in leadership development, effectiveness improvement and culture creation. FranklinCovey Vietnam (a Member of PACE) is an exclusive partner of FranklinCovey to deliver FranklinCovey’s world-class training programs and consulting solutions in Vietnam. ([www.FranklinCovey.vn](http://www.FranklinCovey.vn)).
- **Balanced Scorecard Institute (BSI)** is the world’s leading organization for strategy management and performance management. Balanced Scorecard Vietnam (a Member of PACE) is the only authorized partner of Balanced Scorecard Institute in Vietnam, Laos and Cambodia. ([www.BalancedScorecard.vn](http://www.BalancedScorecard.vn)).
- **Society for Human Resource Management (SHRM)** is the world’s largest HR membership organization devoted to HR professional development and the advancement of standards of HR professionals worldwide. PACE is SHRM’s Exclusive Representative in Vietnam. (<https://shrm.PACE.edu.vn>).

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