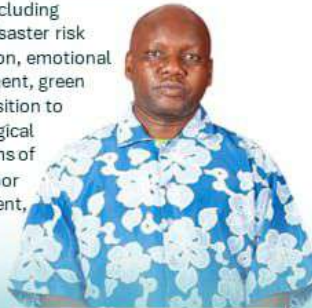


THE ART OF MANAGING PEOPLE

This Book has been written to share the cutting edge matters and experiences relating to people management which every organization requires to survive the current cut throat competitive world. The lessons learnt here can also assist a lot in the family, and community set up. Human resources (employees) are the greatest resources and assets in every organization and society; followed by finance and equipment; no one can afford to ignore them. You must use people everywhere to turn your goals, dreams, and visions into reality. I have never seen anybody or organization succeeding without people in play. Failure is waiting anxiously for those who make blunders by mismanaging people. This book will equip human resource officers with insight and enable them to be agile and magnanimous backed by surgical wisdom so as to perform their duties professionally with strict attention to the rule of law which empowers them to become the steering and innovative engines of transformation in their organizations and nation. Furthermore, it is a fact that most of the major challenges we face today as a community and a nation are as a result of faulty decisions we make, violation of the rule of law, the stinking rot of massive corruption, and mismanagement of people.

The book covers the emerging trends in HR including organization culture, change management, disaster risk management, sustainability, conflict resolution, emotional intelligence, data protection, talent management, green HR, team building, mentoring, coaching, transition to excellence, growing of careers, and technological advancement. It further tackles labor law, terms of employment, performance management, labor relations, rule of law, training and development, skills inventory, dynamics of job market, unemployment, difficult economic times, working abroad, protection of wages, leadership, audit, and child labor.



PETER K. KEITANY, MBA.



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