## **SYLLABUS**

## 31. ASSISTANT SUPERINTENDENT (HR)

**Business Organisation** 

**Business Communication** 

**Fundamentals of Accounting** 

**Business Mathematics** 

**Management Concepts and Practices** 

Organisational Behaviour

**Managerial Economics** 

Management Accounting

**Business Environment** 

**Business Statics** 

Marketing Management

Personnel Management

**Business Environment** 

**Management Concepts** 

Industrial Relations and Industrial Law

**Labour Laws and Acts** 

Social Security and Welfare Measures

**Industrial Relations** 

**Employee Health and Safety** 

**Labour Welfare Programs** 

Wage and Salary Administration

Trade Unions and Collective Bargaining

Workers' Participation in Management

Disclaimer: The above syllabus is broadly indicative but not exhaustive