



Hewitt
CSi

Training: REM101

During this full-day training session, participants will have the chance to learn about a broad cross-section of remuneration issues and processes and progress from a 'big picture' strategic view of remuneration management down to an individual level and day-to-day practicalities.

Practical Application

In addition to learning about remuneration theory and principles, participants have the chance to apply their new knowledge via a number of practical exercises and case studies designed to mirror real life situations. There is also ample opportunity provided for all participants to contribute to group discussion and learn more about remuneration practice across different organisations and industry sectors.

Topics Covered

The course is modular in nature and covers the following areas:

- Remuneration Principles & Theory
- Job Analysis
- Job Structures
- Market Salary Surveys
- Determining Individual Rates of Pay
- The Total Employment Cost (TEC) Approach
- Managing the Reward Process – Practical Considerations
- Supporting Key Remuneration Issues

Who Should Attend

The course is designed to give participants an overview of many areas of remuneration rather than focusing on any one area in great depth. As such, it is suitable for those new to the HR/Remuneration profession who want an introduction to this complex area, and also for HR generalists or Line Managers responsible for making remuneration decisions.

Ultimately participants will be well-equipped to evaluate existing remuneration policy and practice; converse with others in relation to remuneration; and make informed decisions about remuneration from the policy level through to the individual level, including decisions about salary increases during a remuneration review process.

Date: Thursday, 5 November 2009

Venue: Hewitt CSi, Axis Building, Unit 2.7,
91 St Georges Bay Road, Parnell, Auckland

Time: 8.30am - 5.00pm

Cost: NZD\$875.00 + GST per person

Discount: A 10% discount is available to organisations that also register an employee at the How to Use Salary Surveys training session

Includes: Course materials, refreshments, morning tea, lunch and afternoon tea

For further information on this program please contact
Stephanie Bond on (09) 579 9733 or at stephanie.bond@hewitt.com.



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Registration Form: REM101

Attendee Details (one form per person)

Name _____ Job Title _____
Organisation _____
Address _____
Telephone _____ Facsimile _____
Email _____

Session

Please reserve a place for me at (please select one):

- REM101 in Auckland on Thursday, 5 November 2009 **OR**
- REM101 in Auckland on Thursday, 5 November 2009 *and* How to Use Salary Surveys in Auckland on Wednesday, 4 November 2009

The fee payable is (please select one):

- NZD\$875.00 + GST (REM101 course only) **OR**
- NZD\$1,305.00 + GST (NZD\$787.50 for REM101 course and NZD\$517.50 for How to Use Salary Surveys course which is a 10% discount on both courses)

Topics of Interest

Please let us know if you have any specific areas of interest and we will try to accommodate your request in the course content:

Payment Option (please select one)

- Invoice (Hewitt CSi will send you an invoice) **OR**
- Cheque (please enclose with this order form, payable to 'CSi - The Remuneration Specialists Ltd', and post to PO Box 9273, Newmarket, Auckland 1023)

NOTE: Where an individual purchase is less than NZD\$1,000.00 (incl. GST) this document becomes your TAX INVOICE for GST purposes upon completion of payment by CHEQUE. **Please keep this document for your records.**

CSi—The Remuneration Specialists Ltd (a wholly owned subsidiary of Hewitt Associates Pty Ltd)
(GST No. 93-022-365)

Please forward your registration form and payment by **23 October, 2009** either by fax (09) 579 9733 or by email stephanie.bond@hewitt.com

Note: Cancellations must be made at least 7 days prior to the seminar to be eligible for a full refund. Cancellations made after this time will incur the full registration charge.