

UNIVERSITY OF NAIROBI  
COLLEGE OF EDUCATION AND EXTERNAL STUDIES  
DEPARTMENT OF EXTRA-MURAL STUDIES

## Certificate

*This is to Certify that*  
**Samson Ouko**

Undertook Extra-Mural Studies in : -

**Personnel Management & Industrial Relations**

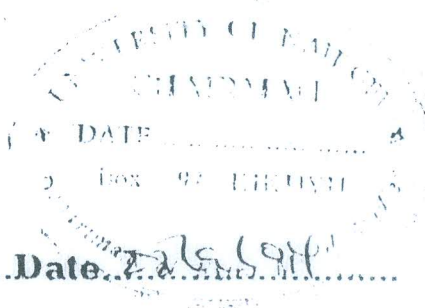
From **Feb. 2004** To **May 2004**

The following were the course content: -

- ♦ Human Resource Planning.
- ♦ Recruitment and Selection.
- ♦ Job Analysis and Description.
- ♦ Industrial Relations.
- ♦ Performance Appraisal Schemes.
- ♦ Staff Welfare, Safety and Health.
- ♦ Staff Motivation

Signed by

Chairman



Date **24.5.2004**

Department of Extra Mural Studies

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