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**ITEC Level 3**  
**Unit 928 - Human Resource Management within the Hair and Beauty Sector**  
**Assignment Guidance Form**

Explain the factors that contribute to successful management of human resources

To include:

- Objective and subjective approaches to Human Resource Management
- The cost of employing staff offset against business revenue
- Job descriptions and their purpose
- Methods of employment and contracts of employment
- Relevant employment legislation, rights and responsibilities
- Training and appraisal plans and CPD
- Functions of industry associations such as: (*ACAS, HABIA, NHF, FHT, CThA, Hairdressing Council, Guild of Holistic Therapists, Guild of Beauty Therapists, Guild of Nail Technicians, BISA, BABTAC*)

Your information may be presented in any of the following formats and may include some ICT:

- Written report
- Chart
- Spider diagram
- Graph
- Other pictorial presentation