

# *Certificate of Completion*

## Attended Webinar

Attendee Name

**Personnel Management–Part 1**

Name/Title of Session

**1.0 Hours**

Number of Training Hours

**Administration/3400 Human Resources and Staff Training**

Key Area/Key Topic

**3410 Human Resource Management;  
3420 Personnel Policies; 3440 Retention, Promotion, Recognition**

Learning Topic & Code

**May 13, 2020**

Dates Conducted

