

# BACHELOR'S DEGREE IN LABOUR RELATIONS AND HUMAN RESOURCES

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Universidad  
del País Vasco

Euskal Herriko  
Unibertsitatea

NAZIOARTEKO  
BIKAINTASUN  
CAMPUSA

CAMPUS DE  
EXCELENCIA  
INTERNACIONAL

**PUBLIC and  
BILINGUAL  
university...**

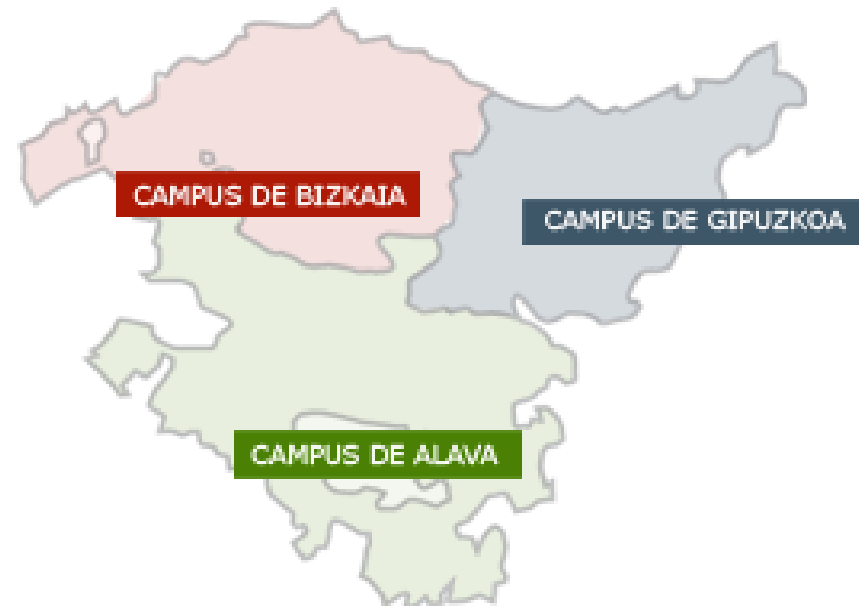
...dedicated to  
**TEACHING and  
RESEARCH.**



**3** Campuses

**19** University  
centres

Over **44,000**  
students



## On the BIZKAIA- LEIOA CAMPUS:

- DEANERY
- COURSES:
  - Bachelor's degree in Labour Relations and Human Resources
  - Masters in Human Resources Management and Employment
  - Masters in Safety and Health at Work
  - In-house qualification: Specialist in Socio-Occupational Auditing and Consultancy

## SECTION on the ALAVA CAMPUS - VITORIA GASTEIZ

- COORDINATION OF THE SECTION
- COURSES:
  - Bachelor's Degree in **SOCIAL WORK**



## SERVICES of the UPV/EHU

Information on transport, accommodation..., cafeterias, library, publishing service, medical service...

- Evolution of the Social Work University Diploma
  - **1925**: creation of the **Escuelas Sociales** (social colleges)
  - **1980**: Inclusion of the studies in the **University**
    - Bilbao (under the supervision of the University of Oviedo)
  - **1999**: Royal Decree on the implementation of the **Bachelor's Degree in Labour Sciences**
- Evolution of the **University College of de Labour Relations**
  - **1989**: Courses begin in the **UPV/EHU** (under the supervision of the Faculty of Law)
  - **1995**: Creation of the **College** and construction of the building
    - More than 50 professors/lecturers in over 10 departments
    - More than 10 Administrative and Service staff
  - **1999**: Renewal of the syllabus: **University Diploma in Labour Relations**
  - **2010**: Implementation of the new Bachelor's Degree: **Labour Relations and Human Resources**

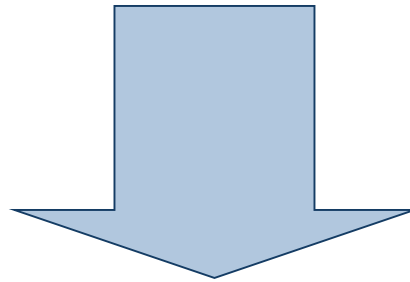
- **Grado:**
  - **Labour Relations and Human Resources**
- **Official Master's degrees:**
  - **Human Resources and Employment Management**
  - **Safety and Health at Work**
- **Specialist University Postgraduate course:**
  - **Postgraduate degree in Socio-occupational Auditing.**

Together with the Social Workers' Professional Association,  
courses are also taught by computer:

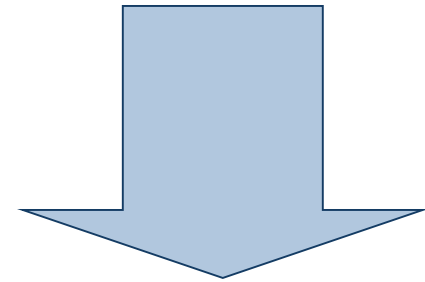
- Payroll and Social Security
- Accounting
- HR Management...

**Bachelor's Degree in Labour Relations & Human Resources**

**100% BILINGUAL**



**SPANISH**



**BASQUE**



## **Labour Law**

- Law applicable to Employment and Social Security
- Consultancy and management: contracts, payroll, sick leave, retirement...

## **HR Management**

- Selection, training, recognition, incentives, career development, occupational health...

## **Intervention in the labour market**

- Diagnosis of situations of unemployment, development of labour and social policies...

...

## **Free exercise of the profession**

- Registration in the Professional Association of Social Workers

## **In companies**

- Human Resources Department

## **In the Administration**

- Department of Human Resources, Employment Services

In organisations dedicated to the **prevention of workplace hazards**

## **Teaching and research**

## **Labour Law:**

- Consultancy and socio-occupational management (inside or outside the company)
  - Consultancy in social and labour protection.
  - Management of the socio-occupational affairs of a company: contracts, payroll and social security
  - Legal representation in courts, tribunals, etc.
  - Intervention in extrajudicial conflicts
  - Consultancy and mediation in collective bargaining

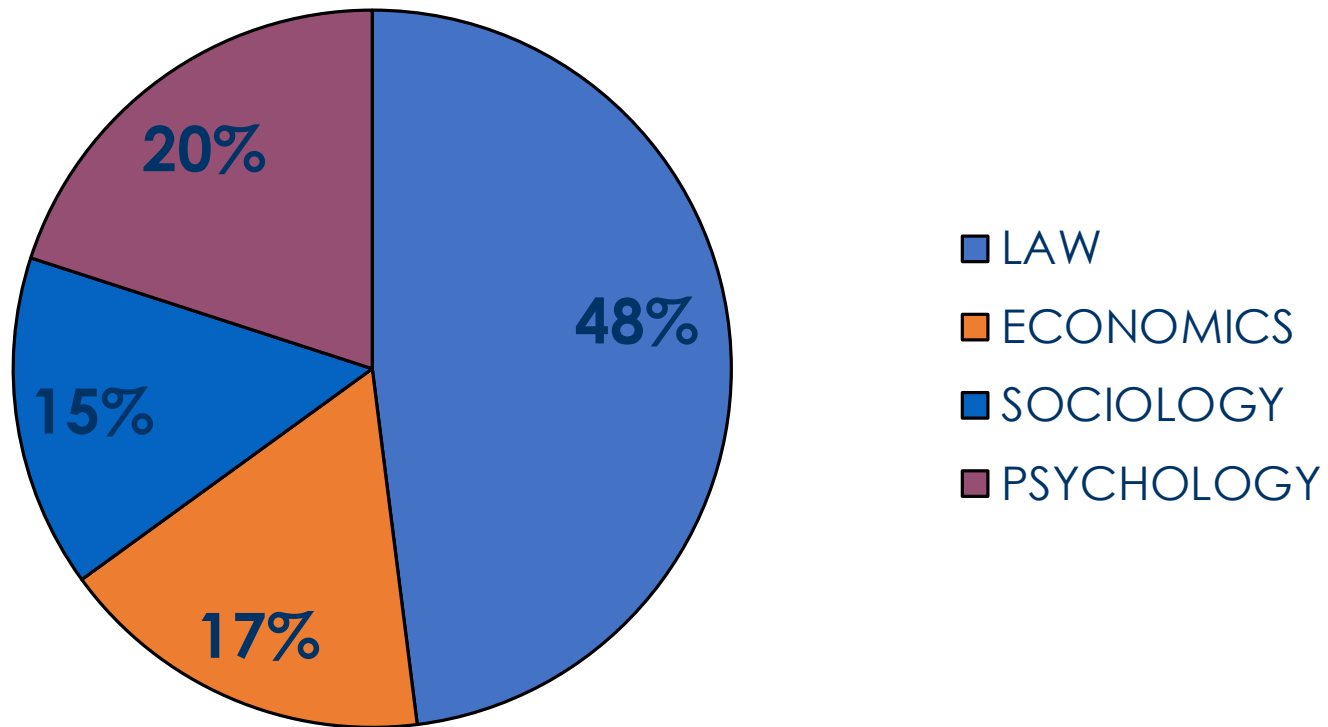
## **Human resources management:**

- Consultancy and management for the organisation of human resources (inside or outside the company)
  - Participation in the definition of strategies
  - Definition of strategies and policies for personnel management:
    - Design of job profiles, facilitation and motivation, management of change and culture...
  - Development of areas:
    - Quality and training
    - Equality and conciliation policies
    - Prevention of workplace hazards...

## **Socio-occupational policies:**

- Labour market
  - Analysis and diagnosis
- Active employment policies
  - Design, management and evaluation
  - Self-employment, micro-companies, the social economy
  - Equal opportunities
- Local development
  - Analysis, implementation and monitoring of local strategy
  - Research into employment (observatories)
  - Policies for training and capacity-building
    - Design, management, evaluation...

- Subject of study: **WORK, EMPLOYMENT**
- How it is studied: in a **MULTIDISCIPLINARY WAY**
  - History
  - Law
  - Economics
  - Sociology
  - Social psychology
  - ...



## **WORK, EMPLOYMENT AND LABOUR RELATIONS**

- Psychology and sociology of work
- Organisation of work, management of human resources
- Workers' rights
- Social Security legislation
- Labour conflicts and their resolution
- Prevention of workplace hazards
- Policies for employment
- ...



**GENERAL STRUCTURE OF THE COURSE**

Basic <b>training</b>	60 credits
1st Year (60 credits)	
Compulsory credits:	126 credits
2 <sup>nd</sup> Year (60 credits)	
3 <sup>rd</sup> Year (60 credits)	
4 <sup>th</sup> Year (60 credits)	
Optional <b>credits</b>	48 credits (All in the 4 <sup>th</sup> Year)
– Organised in <b>2 specialities</b> (each one 30 credits)	
– Includes <b>Voluntary external work experience</b> (max. 12 credits)	
<b>End-of-Degree Project</b>	6 credits
<b>TOTAL</b>	<b>240 credits</b>

## **STRUCTURE OF THE SYLLABUS**

MODULE 1	Basic Subjects – 1 <sup>st</sup> year subjects
MODULE 2	Applied Techniques – 2 <sup>nd</sup> year subjects
MODULE 3	Areas of Professional Intervention – 3 <sup>rd</sup> year subjects
MODULE 4	Training Itineraries – 4 <sup>th</sup> year subjects
MODULE 5	End-of-Degree Project – 4 <sup>th</sup> year

<b>MODULE 1.- Basic subjects – 1<sup>st</sup> year</b>	<b>60 basic credits</b>
Political Economy	6
Civil Law	6
Constitutional Law	6
The Sociology of Work	6
Administrative Law	6
Company Law	6
The Psychology of Work	6
Social History and of Labour Relations	9
Labour Law	9

<b>MODULE 2. Applied Techniques – 2<sup>nd</sup> year</b>	<b>60 compulsory credits</b>
Quantitative Techniques of Social Research	6
Economic and Taxation System	6
Introduction to Accounting	6
Social Security Law I	6
Qualitative Techniques for Social Research	6
Financial Accounting	6
Business Management I: Business Economics	6
Trade Union Law	9
Personnel Management	9

<b>MODULE 3. Areas of Professional Intervention – 3<sup>rd</sup> year</b>	<b>60 compulsory credits</b>
Practical work experience I	6
Labour Procedure Law	6
Business Management II: Work Organisation and Methods	6
Labour Economics	6
Negotiation Techniques	6
Social Security Law II	6
Socio-occupational Policies	6
Theory and Structure of Labour Relations	6
Health and Prevention in the Workplace	12



<b>MODULE 4. Training Itineraries - 4<sup>th</sup> year</b>	<b>60</b>	<b>credits</b>
	12 compulsory credits	48 optional credits
Socio-occupational Auditing	6	
Speciality 1: Applied Business Management		30
Speciality 2: Job Management		30
Voluntary work experience		12
Master Plan for the Basque language:		
-Euskararen Arauak		6
-Euskararen Erabilera Enpresan eta Ekonomian		6
Amortization of credits (UPV/EHU regulation)		6



<b>MODULE 4. Speciality Itineraries – 4<sup>th</sup> year</b>	<b>Optional Credits</b>
<b>Itinerary I. Applied Business Management</b>	<b>30</b>
Payroll Management	6
Analysis of Financial Statements	6
Tax Regime for business	6
Business Management III: Strategic Management	6
Practical work experience II	6
<b>Itinerary 2. Job Management</b>	<b>30</b>
Globalisation and the World of Work	4.5
Equality and Collective Bargaining Plans	6
Prevention of Workplace Hazards in the Organisation of Work	6
Active Employment Policies	4.5
Civil Service	4.5
Current challenges facing Trade Unions	4.5

<b>MODULE 5. End-of-Degree Project – 4<sup>th</sup> year</b>	Compulsory credits
Subject	Credits
End-of-Degree Project	6



- Skills to be developed (objectives)
- List
- Methodology
- Bibliography
- Assessment System

- **Article 43.3.b) of Regulation 2010/2011 on the management of Undergraduate Degree Courses** in the UPV/EHU:

A student who, for justified reasons (work, persons dependent on him/her, with disability equal to or above 33%, a high-level sportsperson, artistic/cultural activities that involve journeys or extensive dedication, compatibility with other higher studies, compatibility with political, trade union posts, in associations, NGOs or others) who cannot participate in the continuous assessment process may accredit the acquisition of knowledge and skills inherent to the subject through a single final exam. This should be set up so that it covers 100% of the mark applicable to the subject.

**Qualification:** Senior Adviser in the Prevention of Workplace Hazards (recognised by OSALAN)

**Duration:** 900 hours (90 credits)

- Compulsory subjects                      63 credits
- Master's-End Project                      15 credits
- *Practicum*                                      12 credits

**Specialities:**

- Safety at Work
- Industrial Hygiene
- Ergonomics and Psychosociology

<http://www.seguridadysaludentrabajo.ehu.es/p141-1000/es>



**Qualification:** Human Resources and Labour Management

**Duration:** 900 hours (90 credits)

- Compulsory subjects                      30 credits
- Optional subjects                         45 credits
- Master's-End Project                    9 credits
- *Practicum*                                 6 credits

**Itineraries:**

- Human Resources Management
- Job Management

<http://www.masterreyearshumanosempleo.ehu.es/p132-1000/es>



**Qualification:** Postgraduate degree - specialist in Socio-occupational Consultancy and Auditing

**Duration:** 320 hours (32 credits, 12 presence-based and 20 online)

**Timetable (presence-based):** Fridays from 16:00-18:00 for 30 weeks from October to May.

<https://www.ehu.eus/es/web/auditoriasociolaboral/aurkezpena>



- Tutoring
- Students' Council
- Computer rooms
- Work Experience Service
- Mobility Programmes
- In-house Media
- Seat of associations
- Information via email: seminars, courses, job offers...

## WHAT IS IT?

The aim is to help new students during their time in the University

## OBJECTIVES:

Encourage reflection on the steps to be taken in the degree course and facilitate decision-taking in aspects related to the time spent at university

## TUTORIAL ASPECTS:

- 1) Information
- 2) Integration into the life of the university
- 3) Guidance and orientation in the academic itinerary
- 4) Personal advice

## WHAT IS IT?

- The highest body representing students

## FUNCTIONS:

- Guarantees communication with students
- Represents the particular and collective interests of students
- Promotes activities for students

Also...

Up to 3 credits can be obtained

## COMPUTER ROOMS in the **Centre**:

57 computers with access to services:

- Printer
- Internet
- email

## COMPUTER ROOMS on the **Campus**:

In the Library building  
Printing (fee charged)



**OBJECTIVE:** obtain initial work experience

**WHERE:** in public and private bodies:

- Companies, consultancy firms, trade unions, administrations...

**RECOGNITION:** up to 12 optional credits

**DURATION:** up to 600 hours

<https://www.ehu.eus/es/web/lan-harreman-gizarte-langintza-fakultatea/lh-eta-gb-gradua-praktikak>

# MOBILITY OF STUDENTS AT NATIONAL LEVEL

## SICUE PROGRAMME

- OBJECTIVE: to complete part of your studies in another Spanish university (open up to other universities)
- WHERE: Málaga, Murcia, Navarra, Salamanca, Huelva, Santiago, the Canary Islands, Barcelona...

<https://www.ehu.eus/es/web/nazioarteko-harremanak/sicue>

## INTERNATIONAL MOBILITY OF STUDENTS

### ERASMUS

- OBJECTIVE: to complete a part of your studies in another centre in the European Union (open up to other countries)
- WHERE: Agreements with European Universities: Bologna, Sassari, Urbino, Lille, Rennes, Setubal and Sibiu

<https://www.ehu.eus/es/web/lan-harreman-gizarte-langintza-fakultatea/mugikortasuna>

### UPV/EHU-AL

- OBJECTIVE: to complete a part of your studies in another centre abroad
- WHERE: Latin America: Mexico, Chile, Uruguay...

<https://www.ehu.eus/es/web/lan-harreman-gizarte-langintza-fakultatea/mugikortasuna>

### OTHER DESTINATIONS



## Website

<https://www.ehu.eus/es/web/lan-harreman-gizarte-langintza-fakultatea>

## Lan Harremanak TB

<http://www.livestream.com/working>

## “Gaztelan” magazine

<https://www.ehu.eus/es/web/lan-harreman-gizarte-langintza-fakultatea/gaztelan-aldizkaria>

## “Lan Harremanak” magazine

<https://www.ehu.eus/es/web/lan-harreman-gizarte-langintza-fakultatea/lan-harremanak-aldizkaria>

[www.ehu.es](http://www.ehu.es)

[www.ehu.es/sou](http://www.ehu.es/sou)

[www.ehu.es/sarrera-acceso](http://www.ehu.es/sarrera-acceso)

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BEK

Thank you for  
your attention

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