

CERTIFIED HR PROFESSIONAL (CHRP) ACCREDITED COURSE

"Equipping HR Leaders with Core Competencies in Talent, Compliance, and Strategy"

Schedule

Date	Venue	Fees (Face-to-Face)
15 - 19 Jun 2026	Dubai, UAE	USD 3495 per delegate

► **Available delivery methods:** Face-to-Face & Online Training

Introduction

Human Resources is no longer a transactional function—it is a key strategic driver of organizational success. The Certified HR Professional (CHRP) course equips participants with globally aligned HR practices, legislative awareness, and modern people management capabilities. Recognized across industries, the CHRP designation validates a professional's ability to align HR strategies with business outcomes.

This accredited course is designed to ensure HR professionals master key domains such as workforce planning, talent acquisition, performance management, labor law, employee engagement, and digital HR tools. Participants will prepare for CHRP certification while gaining practical skills applicable immediately on the job.

Objectives

By the end of this course, participants will be able to:

- Understand the CHRP certification framework and its global relevance
- Develop HR strategies aligned with organizational goals and workforce trends
- Execute best practices in recruitment, onboarding, and employee retention
- Apply labor law principles and HR compliance standards
- Drive performance, engagement, and learning initiatives using HR analytics

Why Attend

- Earn a respected CHRP credential to validate your HR expertise
- Strengthen your role as a strategic HR partner in your organization
- Master practical HR techniques in recruitment, compliance, and performance
- Prepare for CHRP examination through expert instruction and mock assessments
- Network with HR peers and benchmark practices across industries

Target Audience

This program is designed for:

- HR generalists, officers, and specialists
- HR managers and business partners
- Talent acquisition and employee relations professionals
- People managers with HR responsibilities
- Professionals preparing for CHRP certification

Individual Benefits

Key competencies that will be developed include:

- Strategic workforce planning and job analysis
- Competency-based recruitment and selection
- Performance management and reward systems
- Employee relations, legal compliance, and workplace ethics
- HR metrics, KPIs, and digital tools for decision-making

Organizational Benefits

Upon completing the training course, participants will demonstrate:

- Stronger HR planning and organizational alignment
- Improved hiring, retention, and talent development outcomes
- Enhanced legal compliance and reduced HR-related risks
- More consistent and objective performance management practices
- Greater HR contribution to employee experience and productivity

Instructional Methodology

The course follows a blended learning approach combining theory with practice:

- Strategy Briefings - Global HR trends, frameworks, and legal updates
- Case Studies - HR dilemmas, performance issues, and recruitment challenges
- Workshops - Policy development, competency profiling, KPI design
- Mock Exams - CHRP-style practice questions and exam readiness checks
- Tools - HR scorecards, interview templates, compliance checklists

Course Outline

Training Hours: 7:30 AM - 3:30 PM Daily Format: 3-4 Learning Modules | Coffee breaks: 09:30 & 11:15 | Lunch Buffet: 01:00 - 02:00

Day 1: HR Strategy and Workforce Planning

- Module 1: Role of the Certified HR Professional (07:30 - 09:30) • CHRP body of knowledge, accreditation path
- Module 2: Strategic Workforce Planning (09:45 - 11:15) • Forecasting, succession, organizational design
- Module 3: Job Analysis and Role Profiling (11:30 - 01:00) • JD/JS, competency frameworks, job families
- Module 4: Workshop - Build a Workforce Plan (02:00 - 03:30) • Identify gaps and staffing needs

Day 2: Talent Acquisition and Onboarding

- Module 5: Modern Recruitment Strategies (07:30 - 09:30) • Internal/external sourcing, employer branding
- Module 6: Interviewing and Selection Tools (09:45 - 11:15) • Structured interviews, assessments, AI tools
- Module 7: Onboarding and Retention Tactics (11:30 - 01:00) • Orientation, culture integration, retention metrics
- Module 8: Workshop - Design a Recruitment & Onboarding Plan (02:00 - 03:30) • Tailored to your organization or department

Day 3: HR Compliance and Labor Law

- Module 9: Labor Law Fundamentals (07:30 - 09:30) • Contracts, working hours, leave, termination
- Module 10: Employee Rights and Disciplinary Procedures (09:45 - 11:15) • Grievances, investigations, arbitration
- Module 11: HR Policies and Compliance Monitoring (11:30 - 01:00) • Policy drafting, audits, legal exposure
- Module 12: Workshop - Draft or Review an HR Policy (02:00 - 03:30) • Using a regional or company-specific scenario

Day 4: Performance Management and Rewards

- Module 13: Designing Performance Appraisal Systems (07:30 - 09:30) • KPIs, 360 feedback, performance calibration
- Module 14: Reward Strategy and Compensation Models (09:45 - 11:15) • Pay structures, incentives, recognition
- Module 15: Employee Engagement and Workplace Culture (11:30 - 01:00) • Surveys, wellness, DEI practices
- Module 16: Workshop - Evaluate a Performance & Reward Case (02:00 - 03:30) • Practical problem-solving using KPIs

Day 5: HR Analytics and CHRP Certification Review

- Module 17: HR Metrics and Data-Driven Decisions (07:30 - 09:30) • Absenteeism, turnover, cost-per-hire, dashboards
- Module 18: Digital Transformation in HR (09:45 - 11:15) • HRIS, self-service tools, cloud and AI in HR
- Module 19: CHRP Exam Preparation and Practice Test (11:30 - 01:00) • Exam structure, mock questions, tips
- Module 20: Final Wrap-Up and Certification Briefing (02:00 - 03:30) • Action plan, recertification, and professional development

Certification

Participants will receive the Certified HR Professional (CHRP) Certificate, validating their mastery of modern HR functions, legal compliance, and strategic business alignment in both English and Arabic contexts. This globally recognized credential enhances professional credibility and HR career mobility.

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