

# CERTIFICATE IN KPI SELECTION & MANAGEMENT FOR HR PROFESSIONALS

*“Empower HR performance with measurable, strategic, and impactful KPIs.”*

## Schedule

Venue (InHouse)	Fees
At Your Organization Premises	Ask For The Quotation

## Introduction

In today’s data-driven organizations, Human Resources (HR) plays a vital role in aligning people strategies with overall business goals. To ensure this alignment, HR professionals must move beyond traditional metrics and adopt Key Performance Indicators (KPIs) that accurately reflect workforce effectiveness, talent development, and organizational success.

The Certificate in KPI Selection & Management for HR Professionals program provides a comprehensive guide to identifying, designing, and managing HR KPIs that truly matter. This course focuses on establishing performance measures that drive accountability, improve decision-making, and enhance employee productivity.

Participants will gain practical skills in linking HR KPIs to organizational strategy, measuring qualitative and quantitative outcomes, and using data insights to support HR initiatives such as recruitment, retention, training, and employee engagement.

## Objectives

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

- Understand the fundamentals of performance measurement in HR.
- Identify, design, and implement relevant HR KPIs aligned with business goals.
- Differentiate between activity metrics and performance-driven indicators.
- Link HR KPIs to strategic HR functions like recruitment, retention, and learning.
- Develop KPI dashboards and reporting systems for HR analysis.
- Use HR data and analytics for evidence-based decision-making.
- Communicate KPI results effectively to management and stakeholders.
- Continuously review and refine HR KPIs for improved performance management.

## Why Attend

Modern HR is no longer limited to administrative functions—it is a strategic partner in driving organizational performance. Measuring the right HR indicators enables professionals to justify HR initiatives, evaluate workforce productivity, and support long-term business sustainability.

This course helps HR professionals transform data into insight, ensuring that KPIs reflect the real contribution of HR to the organization's success. Participants will learn to build a strong performance management framework that links people performance with strategic impact.

## Target Audience

This course is designed for:

- HR Managers and HR Business Partners
- HR Analysts and Performance Management Officers
- Learning & Development Managers
- Talent Acquisition and Retention Specialists
- Compensation & Benefits Managers
- HR Directors and Team Leaders
- Anyone involved in HR strategy, analytics, or workforce performance management

## Individual Benefits

- Learn how to select and manage KPIs specific to HR functions.
- Gain analytical skills to interpret HR performance data effectively.
- Improve ability to link HR activities with organizational results.
- Enhance decision-making through evidence-based HR management.
- Build credibility as a strategic HR professional.
- Strengthen reporting and presentation skills using KPI insights.

## Organizational Benefits

- Improve alignment between HR strategy and business objectives.
- Enhance accountability and transparency within HR processes.
- Enable data-driven decisions in workforce planning and development.
- Identify performance gaps and optimize HR effectiveness.
- Strengthen employee engagement and productivity through measurable outcomes.
- Foster a performance-based culture across the organization.

## Instructional Methodology

The course uses a highly interactive, practical, and result-oriented approach to learning.

The methodology includes:

- Interactive presentations and discussions on HR performance management.
- Practical exercises on KPI identification and development.
- Case studies from successful HR KPI frameworks.
- Group workshops on creating HR scorecards and dashboards.
- Hands-on sessions using HR data analysis tools.
- Feedback sessions and peer learning for real-world application.

## Course Outline

### Module 1: Introduction to HR Performance Measurement

- Understanding HR's strategic role in organizational success
- Importance of data and KPIs in HR decision-making

### Module 2: Linking HR KPIs to Business Strategy

- Aligning HR goals with organizational objectives
- Cascading KPIs across HR functions and levels

### Module 3: Designing Effective HR KPIs

- Criteria for selecting meaningful and actionable KPIs
- Differentiating between input, output, and outcome indicators

### Module 4: KPIs Across HR Functions

- Recruitment and retention KPIs
- Training and development KPIs
- Employee engagement and satisfaction KPIs
- Compensation and performance management KPIs

### Module 5: Data Collection and HR Analytics

- Gathering, validating, and analyzing HR data
- Using HR analytics tools for performance tracking

### Module 6: Building HR KPI Dashboards and Reports

- Designing effective KPI dashboards for HR monitoring
- Visualization and presentation of HR performance data

### Module 7: Communicating and Reviewing KPIs

- Reporting HR results to management and stakeholders
- Conducting KPI review meetings and performance analysis

### Module 8: Continuous Improvement and KPI Optimization

- Adjusting KPIs for changing organizational needs
- Embedding KPI-driven culture in HR practices

### Module 9: Capstone Project

- Developing a complete KPI framework for a chosen HR function

## Certification

Upon successful completion, participants will receive a Certificate in KPI Selection & Management for HR Professionals, recognizing their expertise in designing, implementing, and managing HR performance indicators that drive strategic value and organizational success.

## Why Choose MAWA Events

- **Global Expertise:** More than 17 years of experience in professional training and consulting.
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Interested in running this course for your team?

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