

€ TRAINING

Professional Human Resources Specialist
PHR

A group of four smiling business professionals (two men and two women) are seated at a table in a meeting room. They are all wearing white shirts. The woman in the foreground is wearing a black top and a multi-strand necklace. The background is a bright, modern office environment.

3 - 7 August 2025
Cairo (Egypt)



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REF: H2418 DATE: 3 - 7 August 2025 Venue: Cairo (Egypt) - Fee: 3520 Euro

Introduction:

This training program provides participants with advanced knowledge and skills in human resources management. It empowers them to effectively handle HR functions and contribute to organizational success.

Program Objectives:

At the end of this program, participants will be able to:

- Understand advanced HR practices and strategies.
- Manage recruitment, employee relations, and performance management effectively.
- Implement effective training and development programs.
- Navigate legal and ethical issues in HR.
- Utilize HR metrics and analytics for decision-making.

Targeted Audience:

- HR Managers and Professionals.
- Recruitment Specialists.
- HR Consultants.
- Employee Relations Specialists.
- Training and Development Coordinators.

Program Outline:

Unit 1:

Advanced Recruitment Strategies:

- Developing a strategic recruitment plan.
- Utilizing advanced sourcing techniques.
- Conducting effective interviews and assessments.

- Managing candidate experience and employer branding.
- Leveraging technology and data in recruitment.

Unit 2:

Employee Relations and Performance Management:

- Handling complex employee relations issues.
- Implementing performance management systems.
- Managing disciplinary actions and conflict resolution.
- Conducting performance appraisals and feedback.
- Creating a positive work environment and culture.

Unit 3:

Training and Development Programs:

- Identifying training needs and designing programs.
- Implementing effective training delivery methods.
- Evaluating training effectiveness and ROI.
- Developing leadership and succession planning.
- Supporting career development and employee growth.

Unit 4:

Legal and Ethical Issues in HR:

- Understanding employment laws and regulations.
- Navigating ethical dilemmas in HR practices.
- Ensuring compliance with labor standards and regulations.
- Addressing workplace harassment and discrimination.
- Managing confidentiality and data protection.

Unit 5:



HR Metrics and Analytics:

- Implementing HR metrics and key performance indicators KPIs.
- Analyzing HR data to drive decision-making.
- Reporting and communicating HR metrics to stakeholders.
- Utilizing analytics for workforce planning and management.
- Benchmarking and continuous improvement in HR practices.