



الجودة الأوروبية  
EUROPEAN QUALITY

## HRM ,Training Courses

| Course Name   | Code |
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| The HR Administrator  | 104  |
| Human Resources Management (Professional HR )   | 118  |
| Legal Aspects of HR and Personnel Management  | 503  |
| Preparing and Developing Training Specialist and Coordinators   | 435  |
| Train the Trainer: From Design to Delivery  | 434  |
| Enhancing the Skills of Training Co Ordinator   | 433  |
| Compensation Packages and Salary Structure  | 430  |
| Managing the Training Function (Professional Training Manager)  | 429  |
| Essential Skills for Effective Training Administration  | 427  |
| Coaching for Success in the Oil & Gas Industry  | 345  |
| Managing People at Work   | 349  |
| Human Resources Development & Personnel Management  | 119  |
| The Effective Human Resources Administrator   | 114  |
| Competency Based Management   | 112  |
| Essential Skills for Effective Training (Professional Training Co Ordinator)                              | 98   |
| Employee Relations: Motivation, Grievances and Discipline (Professional Employee Relationship Specialist) | 97   |
| Advanced Selection, Interviewing & Recruitment Skills   | 344  |
| Motivating, Coaching, Counselling & Mentoring: Practical Tools for Effective Leadership & Develop Talent  | 12   |
| Job Evaluation & Analysis (Professional Job Analyst)  | 94   |



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| Strategic Change Management for HR Professionals                                    | 99  |
| The Art of Human Resource Management (HR Professional)                              | 96  |
| Recruitment and Selection: Methodologies & Techniques                               | 102 |
| Managing and Coordinating Training Proactively                                      | 103 |
| Understanding Human Performance   | 111 |
| Leading Strategic HR Transformation   | 113 |
| Professional Master Trainer   | 115 |
| Measuring & Maximising Training ROI   | 116 |
| Financial Skills for HR Professionals   | 117 |
| International Human Resources Professional  | 548 |
| The HR Administrators Role  | 438 |
| The HR Management MBA   | 428 |
| Continuous Employee Development & Empowerment                                       | 351 |
| HR Skills for HR Administrators   | 350 |
| Basics of Human Resource Management   | 426 |
| Mastering Human Resource Management   | 431 |
| Manpower Organisation, Succession Planning & Trend Analysis                         | 432 |
| The HRM & Training Programme  | 440 |
| Training Management & Organisational Learning for Oil & Gas Industries              | 263 |
| Design, Execute & Evaluate Training Programs  | 538 |
| Mastering Training Needs Analysis and Training Evaluation & Maximising Training ROI | 110 |
| Mastering Training Needs Analysis and Training Evaluation                           | 109 |
| Advanced Training Course: Compensation & Benefits Management                        | 648 |



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| The Training Analyst   | 106  |
| Strategic Education and Training for Academic and Institutional Partnerships | 826  |
| Public Policy Development  | 917  |
| Creative Excellence in HR and Personnel Management                           | 983  |
| HR Skills for HR Assistants  | 347  |
| Criteria for Internal HR Policy Regulations                                  | 851  |
| Integrated Job Analysis, Evaluation, and Compensation Systems                | 988  |
| Enhancing Employee Experience  | 1000 |
| Workplace Mediation and Conflict Resolution Skills                           | 95   |
| The Manpower Planning Masterclass (Professional Manpower Planner)            | 100  |
| Driving Performance through Talent Management                                | 101  |
| Talent & Succession Management Masterclass                                   | 107  |
| The 5 Day MBA in HR  | 108  |
| Compensation & Benefits Administrator  | 346  |
| Linking Training to Organisational Goals                                     | 348  |
| Compensation & Benefits Management   | 436  |
| Recruitment Specialist   | 665  |
| Strategic Talent Acquisition and Retention                                   | 934  |
| Human Resources KPIs   | 789  |
| Driving Performance through Talent & Succession Management                   | 881  |
| Recruitment, Selection, Benefits, and Compensation in HR Management.         | 882  |
| Organizational structure and Manpower Planning Professional                  | 887  |
| Strategic HRM & Talent Management  | 923  |
| Strategic HR Business Partner  | 678  |



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| HR Business Partner                                  | 741 |
| Electronic Recruitment                               | 750 |
| Payroll Management & Effective Payroll Controls      | 821 |
| Advanced Payroll, Compensation & Benefits Management | 820 |
| Payroll System Selection and Implementation          | 822 |