



معهد ام ان ار تالينت أند سكل ديفولوبمنت
MNR Talent and Skills Development Institute



HRBP Subject Area

Module 1: HR Administration (22%)

Strategic HR Management and Business Trends
Gathering, Measuring and Reporting HR Data
Workforce Planning and Employment Strategies
Change Management and Business Process Improvement for HR Professionals
Organizational Policies, Procedures and Regulations

Module 2: Recruitment & Selection (22%)

Workforce Planning and Staffing
Job Analysis and Documentation
Recruitment
Selection
New Hire On boarding
Recruitment Metrics

Module 3: Employee Relations & Communication (20%)

Communication in the Workplace
Laws Affecting Employee and Labor Relations
Creating a positive Work Environment
Managing Employee Behavior Issues

Module 4: Compensation & Benefits (14%)

Total Rewards
Compensation
Benefits

Module 5: Training & Development (15%)

Training
Performance Management
Career Development

Module 6: Health, Safety & Security (7%)

Health, Safety and Security
Employee Health
Employee Safety
Workplace Security