



The use of this official seal confirms that this Activity has met HR Certification Institute's® (HRCI®) criteria for recertification credit pre-approval. This course has been approved for 12 HR recertification credit hours toward any of HRCI's eight credentials including SPHR® and PHR®.

Talent Identification and Talent Assessment Tools

Course Outline

- Performance Management System
- Nine-box Matrix
- Leadership Assessment Tools
- Career Interest Assessment (Six Holland Themes)
- Succession Planning

Day 1:

- Performance Management System
 1. What is a Performance Management System?
 2. Planning Performance and Implementation
 3. Managing Performance and Coaching
 4. Performance Review and Feedback

Day 2:

- Nine-box Matrix
 1. What is the Nine-box Matrix?
 2. How to Create and Use it | Real Implementation
- Leadership Assessment Tools
 1. Understanding Leadership
 2. How to find your Leaders | Using Tools
- Career Interest Assessment (Six Holland Themes)
 1. How to find out your real Career Passion?
 2. Using the Assessment
- Succession Planning
 1. Importance of Succession Planning
 2. Nine-box Matrix and Succession Planning
 3. Developing Action Plan

Course Duration: 2 Days from 9:00AM to 4:00PM

Course Language: English material/ bilingual lecture

Course Accreditation

This course has been approved for 12 (HR (General)) recertification credit hour toward aPHR™, aPHRi™, PHR®, PHRca®, SPHR®, GPHR®, PHRi™ and SPHRi™ recertification through the HR Certification Institute.)

Registration Deadline: One week before the course date

Course Venue: Top Business premises: 17, Abdel Wahab Selim Elbeshry St. Sheraton Heliopolis, Cairo, Egypt.

Registration & Payment

- Logon to www.topbusiness-hr.com/course_Register to fill a registration form. Alternatively you can request a registration form by mail from: training@topbusiness-hr.com.
- Course fees include materials (Soft Copy), coffee break, and certificate.
- Payment by cheque in Top Business' name, cash to our address, Visa or bank transfer.
- Payment is due within 3 working days from course confirmation date. Your registration is confirmed only after payment.
- In case of cancellation 4 working days before the course starting date, 10% of the total amount is nonrefundable

For More Information

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