



## **COURSE OVERVIEW HM0074** **AI in Human Resources – Smart Recruitment & Performance Management**

### **Course Title**

AI in Human Resources – Smart Recruitment & Performance Management

### **Course Date/Venue**

Session 1: June 29-July 03, 2025/Tamra Meeting Room, Al Bandar Rotana Creek, Dubai UAE

Session 2: October 06-10, 2025/Glasshouse Meeting Room, Grand Millennium Al Wahda Hotel, Abu Dhabi, UAE



### **Course Reference**

HM0074

### **Course Duration/Credits**

Five days/3.0 CEUs/30 PDHs

### **Course Objectives**



***This practical and highly-interactive course includes real-life case studies and exercises where participants will be engaged in a series of interactive small groups and class workshops.***



This course is designed to provide participants with a detailed and up-to-date overview of Artificial Intelligence in Human Resources – Smart Recruitment & Performance Management. It covers the role of AI in HR and AI technologies transforming HR; the AI in workforce planning and talent management, ethical considerations in AI-powered HR and AI for HR chatbots and employee support; and the AI for crafting optimized job descriptions, job market and competitor analysis, automated candidate sourcing and identifying passive candidates.



Further, the course will also discuss the AI-based resume screening and shortlisting, video interviewing, candidate assessment and predictive analytics; the continuous performance monitoring, identifying high performers, productivity tracking and predictive performance reviews; and the AI-based pulse surveys for employee sentiment analysis, personalized employee engagement strategies, automating employee feedback collection and career development planning.



During this interactive course, participants will learn the AI for employee productivity and task automation and employee retention and turnover prediction; the AI for workforce analytics and decision support, predictive HR metrics and payroll and compensation planning; the AI in HR compliance and risk management and HR forecasting and scenario planning; the AI's role in the future of HR leadership, AI-powered HR digital transformation roadmap, remote work and hybrid workforce management and emerging workforce trends; the ethical hiring and workforce inclusion, managing AI bias and fairness in HR AI models and ensuring transparent HR practices; and the AI in enterprise-level HR operations, AI and HR automation and building an AI-ready HR department.

### **Course Objectives**

Upon the successful completion of this course, each participant will be able to:-

- Apply and gain an in-depth knowledge on artificial intelligence in human resources
- Discuss the role of AI in HR and AI technologies transforming HR covering machine learning and predictive analytics in HR, natural language processing (NLP), robotic process automation (RPA) and sentiment analysis in employee engagement
- Apply AI in workforce planning and talent management, ethical considerations in AI-powered HR and AI for HR chatbots and employee support
- Use AI for crafting optimized job descriptions, job market and competitor analysis, automated candidate sourcing and identifying passive candidates
- Carryout AI-based resume screening and shortlisting, video interviewing, candidate assessment and predictive analytics in hiring decisions
- Remove unconscious bias in hiring, implement DEI metrics and compliance and monitor pay equity and fair hiring practices
- Apply continuous performance monitoring, identifying high performers, productivity tracking and predictive performance reviews
- Carryout AI-based pulse surveys for employee sentiment analysis, personalized employee engagement strategies, automating employee feedback collection and career development planning
- Develop AI for personalized learning recommendations, upskilling and reskilling programs, knowledge retention strategies and predicting future training needs
- Employ AI for employee productivity and task automation and employee retention and turnover prediction
- Apply AI for workforce analytics and decision support, predictive HR metrics and payroll and compensation planning
- Carryout AI in HR compliance and risk management as well as HR forecasting and scenario planning
- Discuss AI's role in the future of HR leadership, AI-powered HR digital transformation roadmap, remote work and hybrid workforce management and emerging workforce trends
- Apply ethical hiring and workforce inclusion, manage AI bias and fairness in HR AI models and ensure transparent HR practices
- Implement AI in enterprise-level HR operations, apply AI and HR automation and build an AI-ready HR department

### **Exclusive Smart Training Kit - H-STK®**



Participants of this course will receive the exclusive “Haward Smart Training Kit” (**H-STK®**). The **H-STK®** consists of a comprehensive set of technical content which includes **electronic version** of the course materials conveniently saved in a **Tablet PC**.

### **Who Should Attend**

This course provides an overview of all significant aspects and considerations of artificial intelligence in human resources for HR professionals and managers, organizational development professionals data analysts and HR analytics teams, tech and AI developers in HR and other technical staff.

### **Training Methodology**

All our Courses are including **Hands-on Practical Sessions** using equipment, State-of-the-Art Simulators, Drawings, Case Studies, Videos and Exercises. The courses include the following training methodologies as a percentage of the total tuition hours:-

- 30% Lectures
- 20% Practical Workshops & Work Presentations
- 30% Hands-on Practical Exercises & Case Studies
- 20% Simulators (Hardware & Software) & Videos

In an unlikely event, the course instructor may modify the above training methodology before or during the course for technical reasons.

### **Accommodation**

Accommodation is not included in the course fees. However, any accommodation required can be arranged at the time of booking.

### **Course Fee**


**US\$ 5,500** per Delegate + **VAT**. This rate includes H-STK® (Haward Smart Training Kit), buffet lunch, coffee/tea on arrival, morning & afternoon of each day.

### **Course Certificate(s)**


Internationally recognized certificates will be issued to all participants of the course who completed a minimum of 80% of the total tuition hours

### **Certificate Accreditations**

Certificates are accredited by the following international accreditation organizations:

-  British Accreditation Council (BAC)

Haward Technology is accredited by the **British Accreditation Council** for **Independent Further and Higher Education** as an **International Centre**. BAC is the British accrediting body responsible for setting standards within independent further and higher education sector in the UK and overseas. As a BAC-accredited international centre, Haward Technology meets all of the international higher education criteria and standards set by BAC.

-  The International Accreditors for Continuing Education and Training (IACET - USA)

Haward Technology is an Authorized Training Provider by the International Accreditors for Continuing Education and Training (IACET), 2201 Cooperative Way, Suite 600, Herndon, VA 20171, USA. In obtaining this authority, Haward Technology has demonstrated that it complies with the **ANSI/IACET 2018-1 Standard** which is widely recognized as the standard of good practice internationally. As a result of our Authorized Provider membership status, Haward Technology is authorized to offer IACET CEUs for its programs that qualify under the **ANSI/IACET 2018-1 Standard**.

Haward Technology's courses meet the professional certification and continuing education requirements for participants seeking **Continuing Education Units** (CEUs) in accordance with the rules & regulations of the International Accreditors for Continuing Education & Training (IACET). IACET is an international authority that evaluates programs according to strict, research-based criteria and guidelines. The CEU is an internationally accepted uniform unit of measurement in qualified courses of continuing education.

Haward Technology Middle East will award **3.0 CEUs** (Continuing Education Units) or **30 PDHs** (Professional Development Hours) for participants who completed the total tuition hours of this program. One CEU is equivalent to ten Professional Development Hours (PDHs) or ten contact hours of the participation in and completion of Haward Technology programs. A permanent record of a participant's involvement and awarding of CEU will be maintained by Haward Technology. Haward Technology will provide a copy of the participant's CEU and PDH Transcript of Records upon request.





### Course Instructor(s)

This course will be conducted by the following instructor(s). However, we have the right to change the course instructor(s) prior to the course date and inform participants accordingly:



**Dr. Frederick Labuschagne**, PhD, MBL, BSc, is a **Senior HR Consultant** with over **25 years** of extensive experience. His expertise includes **Human Resource Management (HRM)**, **Human Resource Development (HRD)**, **Behaviour Based Interviewing & Recruitment**, **Learning & Development**, **Time & Performance Management**, **Personnel Management**, **Organizational Management**, **Stress Management**, **Change Management**, **Business Management**, **Strategic Leadership** and **Entrepreneurship**. Furthermore, his skills widely cover **HRM Best Practices**, **HR strategic planning**, job analysis, job description, job specification, job design, job enrichment, rewards, compensation and benefits, recruitment and selection, employee separation, orientation, training and development, organization development, performance management system, rewards systems, human capital investment, training methods, scientific management, administrative management, knowledge economy, intellectual capital, organization structure, design & development, work specialization, chain of command, centralization & decentralization, employee empowerment, career development, **HR law and ethics**, **HR legal risk management**, employee legal rights and duties, equal opportunity employment, conflict resolution, employee handbook, alternate dispute resolution (ADR), professional ethics and social responsibility.

Currently, Dr. Labuschagne is the **Lead Consultant** for the **Institute for Dynamic Interaction** where he spearheads **major international projects** and comprehensive presentations. Among these are sessions on **Human Resource & Performance Management**, Emotional Intelligence, Strategic Planning & Creative Thinking, Personal & Personnel Development, Team Building, Effective Communication, Presentation & Interpersonal Skills, and Habits of Highly Effective People. Herein, he has built an evident reputation for first-class motivational team leadership management, development & **mentoring**, conforming to effective performance, analysing progress as well as identifying development requirements.

Dr. Labuschagne has **PhD** and **Master** degrees in **Business Leadership**, a **BA in Management** and is a Registered **MBTI** (Myers-Briggs Type Indicator) Consultant with the Consulting Psychologists & HR Development. Further, he is a **Certified Instructor/Trainer**, **Certified Trainer/Assessor** by the **Institute of Leadership & Management (ILM)** and has performed **numerous assessments** and **workshops** for renowned businesses, utilizing key success attributes in delivering feasible results & providing effective leadership. He has further delivered numerous trainings, courses, seminars, conferences and workshops globally.

### **Course Program**

The following program is planned for this course. However, the course instructor(s) may modify this program before or during the course for technical reasons with no prior notice to participants. Nevertheless, the course objectives will always be met:

#### **Day 1**

0730 – 0800	Registration & Coffee
0800 – 0815	Welcome & Introduction
0815 – 0830	<b>PRE-TEST</b>
0830 – 0930	<b>Understanding AI in HR</b> Definition & Role of AI in HR • AI versus Traditional HR Practices • AI-Driven Decision Making in HR • Benefits & Challenges of AI in HR
0930 – 0945	Break
0945 – 1040	<b>AI Technologies Transforming HR</b> Machine Learning & Predictive Analytics in HR • Natural Language Processing (NLP) for HR Chatbots • Robotic Process Automation (RPA) in HR Operations • AI for Sentiment Analysis in Employee Engagement
1040 – 1135	<b>AI in Workforce Planning &amp; Talent Management</b> AI-Powered Workforce Demand Forecasting • AI in Succession Planning • Smart Skills Gap Analysis • AI for Career Path Recommendations
1135 – 1230	<b>Ethical Considerations in AI-Powered HR</b> AI Bias in Hiring & Recruitment • Data Privacy & Compliance in HR AI • Ensuring Transparency in AI Decision Making • Ethical AI Practices for HR Professionals
1230 – 1245	Break
1245 – 1335	<b>AI for HR Chatbots &amp; Employee Support</b> AI-Powered Chatbots for Employee Queries • Automating Onboarding & HR Documentation • AI-Driven FAQ Systems for Employee Assistance • Improving Employee Experience with Virtual Assistants
1335 – 1420	<b>Hands-On: Exploring AI Tools for HR Management</b> Overview of AI-Powered HR Software (Workday, Oracle AI, SAP SuccessFactors) • AI Chatbots for Employee Engagement • AI-Based Resume Screening Demonstration • Setting Up AI for Employee Onboarding Automation
1420 – 1430	<b>Recap</b> Using this Course Overview, the Instructor(s) will Brief Participants about the Topics that were Discussed Today and Advise Them of the Topics to be Discussed Tomorrow
1430	Lunch & End of Day One

#### **Day 2**

0730 – 0830	<b>AI-Powered Job Posting &amp; Candidate Sourcing</b> AI for Crafting Optimized Job Descriptions • AI-Based Job Market & Competitor Analysis • AI-Driven Automated Candidate Sourcing • AI for Identifying Passive Candidates
0830 – 0900	<b>AI-Based Resume Screening &amp; Shortlisting</b> How AI Automates Resume Parsing • Machine Learning Algorithms in Resume Matching • AI for Eliminating Bias in Candidate Shortlisting • Using AI for Competency-Based Filtering

0900 – 0915	Break
0915 – 1100	<b>AI in Video Interviewing &amp; Candidate Assessment</b> AI-Based Video Interview Analysis (Facial & Voice Recognition) • AI-Powered Psychometric Testing & Behavioral Analysis • AI for Evaluating Candidate Soft Skills • AI in Candidate Ranking & Hiring Recommendations
1100 – 1230	<b>Predictive Analytics in Hiring Decisions</b> AI for Predicting Employee Success & Retention • AI-Driven Culture Fit Analysis • AI in Identifying High-Potential Candidates • AI for Reducing Turnover in Hiring
1230 – 1245	Break
1245 – 1335	<b>AI in Diversity, Equity &amp; Inclusion (DEI) Hiring</b> AI for Removing Unconscious Bias in Hiring • AI-Driven DEI Metrics & Compliance • AI in Monitoring Pay Equity & Fair Hiring Practices • Case Study: AI's Role in Inclusive Hiring
1335 – 1420	<b>Hands-On: AI Tools for Recruitment Automation</b> AI-Based Resume Screening with Applicant Tracking Systems (ATS) • AI-Powered Video Interview Analysis • Implementing AI for Candidate Matching • AI Chatbots for Initial Candidate Interaction
1420 – 1430	<b>Recap</b> Using this Course Overview, the Instructor(s) will Brief Participants about the Topics that were Discussed Today and Advise Them of the Topics to be Discussed Tomorrow
1430	Lunch & End of Day Two

### Day 3

0730 – 0830	<b>AI-Powered Employee Performance Analytics</b> AI in Continuous Performance Monitoring • AI for Identifying High Performers • AI-Driven Productivity Tracking • AI-Powered Predictive Performance Reviews
0830 – 0900	<b>AI in Employee Engagement &amp; Experience</b> AI-Based Pulse Surveys for Employee Sentiment Analysis • AI for Personalized Employee Engagement Strategies • AI in Automating Employee Feedback Collection • AI-Driven Career Development Planning
0900 – 0915	Break
0915 – 1100	<b>AI in Training &amp; Learning Development</b> AI for Personalized Learning Recommendations • AI-Powered Upskilling & Reskilling Programs • AI-Based Knowledge Retention Strategies • AI in Predicting Future Training Needs
1100 – 1230	<b>AI for Employee Productivity &amp; Task Automation</b> AI for Automating Repetitive HR Tasks • AI-Driven Workload Distribution & Optimization • AI in Employee Time Management & Scheduling • AI in Performance Benchmarking
1230 – 1245	Break
1245 – 1335	<b>AI for Employee Retention &amp; Turnover Prediction</b> AI-Powered Early Warning Systems for Employee Attrition • AI-Based Exit Interview Analysis • AI for Identifying Retention Risk Factors • AI-Powered Employee Reward & Recognition Programs



1335 - 1420	<b>Hands-On: AI in Performance Management</b> AI-Based Employee Productivity Dashboards • AI-Driven Sentiment Analysis for Employee Feedback • AI-Powered Personalized Learning & Development Platforms • AI in Performance Review Automation
1420 - 1430	<b>Recap</b> Using this Course Overview, the Instructor(s) will Brief Participants about the Topics that were Discussed Today and Advise Them of the Topics to be Discussed Tomorrow
1430	Lunch & End of Day Three

#### Day 4

0730 - 0830	<b>AI for Workforce Analytics &amp; Decision Support</b> AI in Workforce Demand & Supply Forecasting • AI-Powered Workforce Risk Assessment • AI for Real-Time HR Analytics Dashboards • AI in HR Data Visualization & Reporting
0830 - 0930	<b>AI-Powered Predictive HR Metrics</b> AI for Real-Time Employee Engagement Monitoring • AI for Identifying Employee Burnout Risks • AI in HR Metrics for Performance vs. Potential Analysis • AI for Workforce Cost Optimization
0930 - 0945	Break
0945 - 1100	<b>AI in Payroll &amp; Compensation Planning</b> AI-Powered Payroll Automation • AI for Compensation Benchmarking & Salary Structuring • AI in Performance-Based Compensation Models • AI for Ensuring Pay Equity & Compliance
1100 - 1215	<b>AI in HR Compliance &amp; Risk Management</b> AI for Ensuring Compliance with Labor Laws • AI in Workplace Safety & Risk Assessments • AI for GDPR & Data Privacy Compliance in HR • AI-Powered Fraud Detection in HR Processes
1215 - 1230	Break
1245 - 1335	<b>AI in HR Forecasting &amp; Scenario Planning</b> AI for Future Workforce Planning • AI-Powered Scenario-Based HR Decision Making • AI in Adapting to Market & Economic Changes • AI-Driven Workforce Sustainability Planning
1335 - 1420	<b>Hands-On: Implementing AI in HR Analytics</b> AI-Based HR Reporting & Data Visualization Tools • Predictive Analytics for Employee Retention & Productivity • AI-Powered Real-Time Workforce Risk Monitoring • AI for Salary Benchmarking & Compensation Planning
1420 - 1430	<b>Recap</b> Using this Course Overview, the Instructor(s) will Brief Participants about the Topics that were Discussed Today and Advise Them of the Topics to be Discussed Tomorrow
1430	Lunch & End of Day Four

#### Day 5

0730 - 0830	<b>The Future of AI in HR &amp; Workforce Transformation</b> AI's Role in the Future of HR Leadership • AI-Powered HR Digital Transformation Roadmap • AI for Remote Work & Hybrid Workforce Management • AI in Emerging Workforce Trends
0830 - 0930	<b>AI &amp; Ethics in HR Decision-Making</b> AI's Role in Ethical Hiring & Workforce Inclusion • Managing AI Bias & Fairness in HR AI Models • AI for Ensuring Transparent HR Practices • AI & Employee Trust in AI-Driven HR Processes





0930 – 0945	Break
0945 – 1100	<b>Implementing AI in Enterprise-Level HR Operations</b> AI-Powered HR Strategy for Large Enterprises • Scaling AI in HR Across Global Workforces • AI in HR Digital Transformation Case Studies • Best Practices for AI Adoption in HR
1100 – 1215	<b>AI &amp; HR Automation: Scaling AI-Powered HR Solutions</b> AI for Global Talent Management & Mobility • AI in Workforce Augmentation & Robotics • AI-Powered Human & Machine Collaboration • AI for HR Workflow Standardization
1215 – 1230	Break
1230 – 1300	<b>Building an AI-Ready HR Department</b> AI Literacy & Training for HR Professionals • AI-Powered HR Skill Development • AI in HR Policy Development & Standardization • AI-Powered Leadership in HR
1300 – 1345	<b>Hands-On: Final AI HR Strategy Implementation</b> Developing an AI Strategy for HR Transformation • AI-Driven Workforce Management Simulation • Evaluating AI's Impact on HR KPIs • Course Wrap-Up & Next Steps
1345 – 1400	<b>Course Conclusion</b> Using this Course Overview, the Instructor(s) will Brief Participants about Topics that were Covered During the Course
1400 – 1415	<b>POST-TEST</b>
1415 – 1430	Presentation of Course Certificates
1430	Lunch & End of Course

### Practical Sessions

This practical and highly-interactive course includes real-life case studies and exercises:-



### Course Coordinator

Mari Nakintu, Tel: +971 2 30 91 714, Email: [mari1@haward.org](mailto:mari1@haward.org)