

Comprehensive HR Management Audit: Optimize Your HR Function

Human Resource
Dubai (UAE)
31 Aug - 04 Sep 2025

UK Training

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Comprehensive HR Management Audit: Optimize Your HR Function

Ref: 321550_134009 **Date:** 31 Aug - 04 Sep 2025 **Location:** Dubai (UAE) **Fees:** 3900 Euro

Course Description

This intensive 5-day course equips HR professionals with the knowledge and tools to conduct thorough HR audits. Participants will learn to evaluate HR policies, practices, and processes, identify compliance gaps, and develop strategic solutions to optimize the HR function. The course covers key areas of HR management, including strategic alignment, talent acquisition, performance management, and legal compliance.

Learning Objectives

- Understand the purpose and methodology of HR audits
- Develop skills to assess HR practices for compliance and effectiveness
- Learn to identify gaps in HR processes and prioritize improvements
- Gain expertise in aligning HR strategies with organizational goals
- Master techniques for evaluating and enhancing HR metrics and analytics

Course Modules

Day 1: Introduction to HR Audits

- Overview of HR audit purpose and types
- HR audit methodology and planning
- Legal and regulatory framework for HR audits
- Establishing audit objectives and scope

Day 2: Strategic HR Management and Talent Acquisition

- Auditing HR strategy alignment with business goals
- Evaluating recruitment and selection processes
- Assessing onboarding and retention strategies
- Analyzing workforce planning effectiveness

Day 3: Performance Management and Employee Development

- Auditing performance appraisal systems
- Evaluating training and development programs
- Assessing succession planning processes
- Analyzing employee engagement initiatives

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Day 4: Compensation, Benefits, and Compliance

- Auditing compensation and benefits programs
- Evaluating pay equity and fairness
- Assessing HR policy compliance
- Analyzing employee relations and conflict resolution processes

Day 5: HR Metrics, Analytics, and Audit Reporting

- Evaluating HR metrics and analytics practices
- Developing effective HR audit reports
- Creating action plans for HR improvements
- Implementing continuous HR audit processes

Practical Wins for Participants

- Ability to conduct comprehensive HR audits in their organizations
- Skills to identify and prioritize areas for HR improvement
- Expertise in aligning HR practices with legal requirements and business strategy
- Capacity to develop data-driven HR solutions and action plans

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