

Certified Organizational Design & Manpower Planning Pro

Human Resource
Geneva (Switzerland)
14 - 18 Jul 2025

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Certified Organizational Design & Manpower Planning Pro

Ref: 321661_143218 **Date:** 14 - 18 Jul 2025 **Location:** Geneva (Switzerland) **Fees:** 4700 Euro

Course Description

This comprehensive 5-day course equips professionals with advanced skills in organizational design and manpower planning. Participants will learn to create efficient organizational structures, conduct job evaluations, and develop strategic workforce plans. The program combines theoretical knowledge with practical applications to enhance organizational performance and adaptability.

Learning Objectives

- Design and implement effective organizational structures
- Master job evaluation techniques and create accurate job descriptions
- Develop strategic workforce plans aligned with business goals
- Optimize resource allocation and improve organizational efficiency
- Enhance adaptability to organizational changes through effective planning

Course Modules

Day 1: Foundations of Organizational Design

- Introduction to organizational design principles
- Types of organizational structures
- Analyzing organizational needs and goals
- Designing for efficiency and effectiveness

Day 2: Job Evaluation and Description

- Job analysis techniques
- Writing effective job descriptions
- Job evaluation methods and systems
- Linking job evaluations to organizational structure

Day 3: Strategic Workforce Planning

- Principles of workforce planning
- Forecasting workforce needs
- Identifying skill gaps and competencies
- Aligning workforce plans with business strategy

Day 4: Organizational Efficiency and Resource Allocation

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- Optimizing spans of control
- Resource allocation strategies
- Performance management in organizational design
- Measuring and improving organizational efficiency

Day 5: Change Management and Implementation

- Managing organizational change
- Implementing new organizational structures
- Overcoming resistance to change
- Continuous improvement in organizational design

Practical Wins for Participants

- Create a tailored organizational design plan for your company
- Develop a comprehensive job evaluation system
- Produce a strategic workforce plan aligned with business goals
- Design an implementation strategy for organizational changes

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