PIPD
Elevate Your Skills, Expand Your Horizons

LIVE ONLINE CLASSES

Brochure

PIPD:CHRP 8.0
CERTIFIED HR PROFESSIONAL
Starting From 9th April 2025 Zero Tuition Fee

🕐 08:00PM TO 11:00PM   📅 Every Wednesday, Thursday & Friday

Course Curriculum

Date	Module
9th, 10th April 2025 ✅	**Module 1: Strategic HR**
16th April 2025 ✅	**Module 2: Policy Development**
17th April 2025 ✅	**Module 3: Organization Development**
23rd, 24th April 2025 ✅	**Module 4: Talent Acquisition & Employee Experience**
30th April, 1st May 2025 ✅	**Module 5: Learning & Development**
7th, 8th May 2025 ✅	**Module 6: Compensation & Benefits**
14th May 2025 ✅	**Module 7: Diversity, Equity, Inclusion & Belonging.**
15th May 2025 ✅	**Module 8: HR Business Partner**
21st, 22nd May 2025 ✅	**Module 9: Performance Management Systems.**
28th, 29th May 2025 ✅	**Module 10: HR Audits & Compliance**
4th June 2025 ✅	**Module 11: HR Digital Transformation**

✅ **APPLY NOW**   www.pipd.pk/course   ✅ **APPLY NOW**

This is the Application form only. **Registration Form** will be sent via whatsApp 03017920509

PIPD – INSTITUTE OF PROFESSIONAL DEVELOPMENT

WHATSAPP HELPLINE:
03017920509
TEXT ONLY

ORGANIZER
ZEESHAN SUBHAN BANDESHA
Founder PIPD

WWW.PIPD.PK

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Greetings from the **PIPD – Institute of Professional Development.** Pakistan's 1st Zero Tuition Fee, Virtual Training Institute. Unlock a world of learning in HRM, Recruitment & Selection, Learning & Development, Compensation & Benefits, Organization Development, Performance Management, HR Audits, HR Leadership, DEI, and more – all with zero tuition fees!

We're thrilled you're considering joining this transformative journey. Get ready for a three-month intensive program, commencing on **9th April 2025.** Let's redefine HR education in Pakistan together!

About PIPD:

Welcome to the ever-evolving world of PIPD – Pakistan's First Virtual Live Session based Freemium HR Certification Institute, where education transcends boundaries, and financial barriers cease to exist. Building upon the success of our inaugural batch, PIPD is thrilled to announce the launch of **PIPD:CHRP 8.0**, a three-month intensive Professional Certification in Human Resource program.

Scheduled to commence on **9th April 2025**, **PIPD:CHRP 8.0** promises to be an enriching journey for HR enthusiasts and professionals alike. With a fresh lineup of 11 comprehensive modules, Fundamentals of Strategic HR, Organization Development, Policy Development, Talent Acquisition & Employee Experience, Learning & Development, Diversity, Equity, and Inclusion, Compensation & Benefits, Performance Management Systems, HR Audits & Compliance, Role of HRBP, HR Digital Transformation.

This program is designed to set new benchmarks in HR education in Pakistan.

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Why This Course?

HR is no longer just a support function—it is a strategic force driving business success. This course equips professionals with the expertise to attract top talent, enhance performance, and foster a thriving workplace.

Key Skills & Their Impact

- **Strategic HR:** Master HR functions, Dave Ulrich's model, and workforce strategy. Strategic HR boosts business performance by 70% (SHRM).
- **Talent Acquisition & Employee Experience:** Learn recruitment, job analysis, and retention tactics. Strong hiring improves retention by 82% (Glassdoor).
- **Learning & Development:** Design impactful training and career growth plans. 94% of employees stay longer when companies invest in growth (LinkedIn).
- **Organization Development:** Drive transformation through HR metrics and OD strategies. Structured OD increases productivity by 30% (McKinsey).
- **Policy Development:** Implement policies that enhance governance and compliance. 80% of HR leaders say strong policies reduce legal risks (PwC).
- **Diversity, Equity & Inclusion:** Build an inclusive, high-performing workplace. Diverse companies outperform competitors by 35% (Harvard Business Review).
- **Compensation & Benefits:** Optimize payroll, benefits, and financial well-being. 63% of employees prioritize compensation for job satisfaction (Gallup).
- **Performance Management:** Align KPIs, OKRs, and 360-degree feedback with business goals. Effective performance systems increase productivity by 25% (Deloitte).
- **HR Audits & Compliance:** Mitigate risks with robust audits and legal compliance. Non-compliance fines can reach $1 million annually (SHRM).
- **HR Business Partnering:** Bridge HR and business strategy with data-driven decisions. 73% of CEOs rely on HRBPs for transformation (Gartner).
- **HR Digital Transformation:** Leverage AI, automation, and cloud-based HR solutions. 60% of HR tasks can be automated, boosting efficiency by 30% (PwC).

Lead the Future of HR: This course transforms HR professionals into strategic business leaders, equipping them with cutting-edge tools and real-world expertise. Enroll now and shape the future of HR!

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SCHEDULE

Starting From 9th April 2025

Session No.	Date	Topic
Session - 1	9th Apr 2025	Orientation Session.
Session - 2	10th Apr 2025	**Module:** Strategic HR
Session - 3	11th Apr 2025	**Module:** Personal Branding
Session - 4	16th Apr 2025	**Module:** Policy Development
Session - 5	17th Apr 2025	**Module:** Organization Development
Session - 6	18th Apr 2025	**Module:** AI in Human Resources
Session - 7	23rd Apr 2025	**Module:** Talent Acquisition
Session - 8	24th Apr 2025	**Module:** Employee Experience
Session - 9	25th Apr 2025	**Module:** International Recruitment
Session - 10	30th Apr 2025	**Module:** Learning & Development - Day 1
Session - 11	1st May 2025	**Module:** Learning & Development - Day 2
Session - 12	2nd May 2025	**Module:** Psychometric & Human Resources.
Session - 13	7th May 2025	**Module:** Compensation & Benefits - Day 1
Session - 14	8th May 2025	**Module:** Compensation & Benefits - Day 2
Session - 15	9th May 2025	**Module:** Labor Laws
Session - 16	14th May 2025	**Module:** HCM Software Demo
Session - 17	15th May 2025	**Module:** Diversity, Equity, Inclusion & Belonging.
Session - 18	16th May 2025	**Module:** HR Business Partner
Session - 19	21st May 2025	**Module:** HR Audits.
Session - 20	22nd May 2025	**Module:** HR Compliance
Session - 21	23rd May 2025	**Module:** ESG's - Environmental, Social, and Governance.
Session - 22	28th May 2025	**Module:** Crafting SMART KPI's
Session - 23	29th May 2025	**Module:** Performance Management Systems.
Session - 24	30th May 2025	**Module:** Performance Management Systems.
Session - 25	4th Jun 2025	**Module:** ISO Standers
Session - 26	5th Jun 2025	**Module:** International Certifications.
Session - 27	6th Jun 2025	**Module:** HR Digital Transformation
	7th - 13th Jun 2025	**Final Interviews**
	14th Jun 2025	**Final Project**
	15th Jun 2025	**Examination** (1st Attempt)
	22nd Jun 2025	**Examination** (2nd Attempt)

	Type	Completely Virtual Microsoft Teams
	Duration	09 Weeks Classes + 3 Weeks Project, Exam & Interviews
LIVE	**Virtual Live Classes**	RECORDINGS WILL NOT BE FURNISHED UNDER ANY CIRCUMSTANCES.
	Completion Certificate	Upon successful completion of all assignments, projects, exams, and interviews, a certificate will be issued. Individuals selected will be responsible for covering the costs associated with courier services, the certificate itself, and any additional souvenirs.
	Day & Time	**Every Wednesday, Thursday Friday** 08 PM TO 11 PM
	Assignments Methods	When a module is completed, you need to start working on its assignments, which you probably already know about. First, make a presentation covering all the topics discussed in the module and collect any supporting documents needed. After that, create a video presentation where you explain each topic and go through the supporting documents.

Note: Please note that this course demands a commitment of 3-4 hours daily for the next three months.

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Trainers & Speakers

We proudly introduce our esteemed speakers and trainers for the **Zero Tuition Fee** CHRP Program. HR leaders who have conducted sessions with a strong vision of giving back to society. **Meet The True Leaders.**

RUKHSHINDA MEHAR
CERTIFIED HR PROFESSIONAL
CERTIFIED HR ANALYTICS PROFESSIONAL
HUMAN RESOURCES CONSULTANT AND TRAINER

ARSALAN AHMAD KHAN
EVP – HEAD OF TALENT MANAGEMENT,
ORGANIZATIONAL DEVELOPMENT & HR SYSTEMS
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M. SALEEM MURTAZA
HEAD OF QUALITY & PEOPLE MANAGEMENT
ALKHIDMAT FOUNDATION PAKISTAN

MUSTAFA BILAL KHAWAJA
DEPUTY GENERAL MANAGER HR &
ADMINISTRATION AT FEROZE1888 MILLS LTD.

GHULAM MUSTAFA
HR CONSULTANT AND TRAINER
FOUNDER – TALENTBEEP & HR LEGENDS FORUM

SYED ARIF NADEEM ZAIDI
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GLOBAL HR PROFESSIONAL
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EJAZ ALI DURRANI (SHRM-SCP)
CERTIFIED KPI PRACTITIONER & PROFESSIONAL
CERTIFIED BALANCE SCORE CARD PROFESSIONAL

ALI NOMAN
SENIOR VICE PRESIDENT
WING HEAD, SENIOR HR BUSINESS PARTNER
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ALISHBA TAYYAB
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EX-LUMS, UOL, CCL

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CORPORATE TRAINING EXPERT & IMAGE CONSULTANT.
HOD TRAINING & DEVELOPMENT FATIMA MEMORIAL

HASHAM KHAN
DEPUTY MANAGER HR AT CRESSET TECHNOLOGY
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WELCOME KEMYA, DARI MOOCH, TOPSUN

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TALHA SIDDIQUI
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EX-HBL, NBP, BRITISH COUNCIL

NAVEED ANWER
BUSINESS OPERATION MANAGER
AT SURGING INTERNATIONAL
CONSULTANT AND TRAINER

MUHAMMAD JAWAD
INTERNATIONAL RECRUITMENT MANAGER
SYSTEMS LIMITED

M. WAQAS ALI
HCM IMPLEMENTATION EXPERT
FLOWHCM

SYED SABEEH ANWER
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ABU-BKR ISMAIL
GLOBAL TALENT ACQUISITION
SPECIALIST

WAQAS AHMED KHAN
MANAGEMENT CONSULTANT
KUZA VENTURES

Note: By clicking on a trainer's photo, you will be taken to a LinkedIn post associated with the trainer's LinkedIn profile and expertise session at PIPD.

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Comprehensive Module-Wise Course Outline

Module 1: Modern HR
- Most Suitable Personality for HRM
- HR Introduction & Its Role
- Evolution of Human Resource Management
- Job titles for Human Resources
- Functions of Human Resource Management
- Dave Ulrich's Human Resource Model

Module 2: Talent Acquisition & Employee Experience
- Recruitment & Selection Process
- Talent Acquisition
- Recruitment System
- HRM Planning
- Job Analysis and Design
- Job Specification and Job Description
- Induction Orientation and Placement
- Recruitment Dashboard
- Competency-based Interview Tactics
- Employee Retention Tactics

Module 3: Learning & Development
- Training Need Analysis
- Training Design & Methods
- Training Evaluation
- Career Development
- Staff Personal Development
- Staff Professional Development

Module 4: Organization Development
- What is Organization Development
- Stages of Organization Development
- Relationship between HR & OD
- Examples of Organization Development
- Fundamentals of Organization Development
- Human Resources Organization Chart
- Function of Human Resource
- Organizational Development Examples
- HR Metrics for Organizational Development
- Organization Development Process
- Role of OD in Company Growth
- Scope of OD in Corporate Sector
- Steps of OD Implementation & Execution

Module 5: Policy Development
- Recruitment and Selection Policies
- Employee Onboarding Policies
- Compensation and Benefits Policies
- Performance Management Policies
- Workplace Conduct and Ethics Policies
- Remote Work and Flexible Policies
- Leave and Time Off Policies
- Training and Development Policies
- Health Policies
- Technology and Data Privacy Policies

Module 6: Diversity, Equity, and Inclusion
- Diversity Initiatives
- Equity Policies
- Inclusion Strategies
- Training and Awareness Programs
- Leadership and Accountability
- Accessible Work Environment

Module 7: Compensation & Benefits
- Efficient Payroll Filing and Documentation
- Timesheet Management
- Leave Management

Module 7: Compensation & Benefits
- Salary Management
- Analyzing and Reporting Payroll Data
- Employee Benefits Contributions
- Issuance of Letters and Employee Queries
- Payroll Reporting and Analysis
- Emerging Trends in Payroll Management
- Provident Fund and Full & Final Statement
- Introduction to Benefit Programs
- Claims for Old-Age Pension, Survivor's Pension, Old-Age Grant
- PESSI Benefit Claims, Sickness Benefits
- PWWF Claims for Scholarship, Death Grant, Marriage Grant

Module 8: Performance Management Systems
- Key Components of Performance Management
- Performance Management Implementation
- Management by Objectives (MBO)
- 360-Degree Feedback
- Behaviorally Anchored Rating Scale (BARS)
- Psychological Appraisals
- OKRs and Balance Score Cards (KPIs)
- Formulation and Relation of KPIs with Business

Module 9: HR Audits & Compliance
- Types of Audits
- Objectives of HR Audit
- KPIs for Audit Checklist
- Process Flow of HR Audit
- Legal Compliance Audits
- Policy and Procedure Audits
- Record-Keeping and Documentation Audits
- Employee Classification Audits
- Benefits and Compensation Audits
- Health and Safety Audits
- Audits for Diversity, Equity, and Inclusion (DEI)
- Audits for Training and Development Compliance
- Third-Party Compliance Audits
- Audit Follow-Up and Remediation

Module 10: Role of HRBP
- Strategic Business Alignment
- Talent Management
- Change Management
- Performance Management
- Employee Relations
- HR Analytics and Data-Driven Decision-Making
- Training and Development
- HR Policy Implementation
- Workforce Planning and Forecasting
- Business Partnering and Consultation

Module 11: HR Digital Transformation
- Digital HR Systems Integration
- Cloud-Based HR Solutions
- Employee Self-Service Portals
- AI and Automation in HR Processes
- Digital Recruitment Tools
- Learning Management Systems (LMS)
- Data Analytics for HR Decision-Making
- Mobile HR Applications
- Cybersecurity in HR
- Digital HR Culture and Change Management

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Some of the topics mentioned below will also be covered!

Personal Branding in Human Resources
- Defining Personal Branding: What is personal branding, and why it matters in HR.
- Building Your Online Presence: Utilizing LinkedIn and social media for HR professionals.
- Crafting a Unique Value Proposition: How to differentiate yourself in the HR field.
- Networking for HR Success: Strategies to connect with influencers and industry leaders.
- Personal Brand Audit: Self-assessment to understand your current brand.
- Consistency Across Channels: Aligning your personal brand across online platforms, blogs, and conferences.
- Leveraging Testimonials and Recommendations: Strengthening your personal brand through social proof.
- Ethical Considerations in Personal Branding: Staying authentic and avoiding over-inflation of your expertise.

ChatGPT in Human Resources
- Introduction to ChatGPT: Overview of ChatGPT and its capabilities in HR.
- Automating HR Queries: How ChatGPT can handle routine HR inquiries and FAQs.
- Interview Scheduling and Coordination: ChatGPT's role in managing interviews and assessments.
- Employee Engagement & Feedback Collection: Using ChatGPT to gather insights and feedback from employees.
- Talent Acquisition Support: How ChatGPT can assist in candidate sourcing and initial screening.
- Learning & Development Assistance: Customizing training and onboarding programs using AI.
- Limitations of ChatGPT in HR: Ethical and practical challenges of AI in human resource functions.
- Future Trends of AI in HR: How AI will evolve within the HR domain.

International Recruitment
- Global Talent Pool Identification: Strategies to attract international candidates.
- Navigating Cultural Differences: Cultural sensitivities in international hiring.
- Compliance with International Hiring Laws: Understanding work permits, visas, and legal requirements.
- Remote Recruitment Tools: Best practices for conducting remote interviews and assessments.
- Adapting Employer Branding for Global Audiences: Tailoring your employer brand to appeal to international talent.
- Onboarding International Hires: Best practices for virtual onboarding and orientation.
- Salary Benchmarking & Compensation Structures: Managing international payroll and benefits packages.
- Overcoming Language Barriers: Effective communication strategies when recruiting globally.
- Understanding of Employment Laws
- Overview of Employment Law: Key elements and common regulations in employment law.
- Employment Contracts and Offer Letters: Legal considerations when drafting employment agreements.

- Employee Rights and Responsibilities: Key employee entitlements, including wages, overtime, and rest periods.
- Termination and Severance: Legal procedures and obligations during termination.
- Discrimination and Harassment Policies: Understanding legal frameworks around workplace equality.
- Workplace Safety Regulations: Employer obligations for creating safe working environments.
- Compliance with Labor Laws: Managing compliance audits and legal documentation.
- Changes in Employment Law: Staying up-to-date with new laws and regulations.

Crafting SMART KPIs that Drive Performance Excellence
- Introduction to SMART KPIs: Understanding the concept of Specific, Measurable, Achievable, Relevant, and Time-bound KPIs.
- Aligning KPIs with Business Objectives: How to ensure KPIs reflect strategic goals.
- Defining Specific Goals: Breaking down business objectives into clear and specific performance indicators.
- Measurability of KPIs: Establishing metrics and criteria for tracking progress and performance.
- Achievable KPIs: Balancing ambition with realism when setting performance targets.
- Relevance of KPIs to Job Roles: Crafting KPIs that directly impact employees' roles and responsibilities.
- Time-bound KPIs: Setting appropriate timelines for the achievement of KPIs.
- Reviewing and Revising KPIs: How to adapt KPIs based on business changes or performance feedback.
- Using KPIs to Drive Employee Motivation: Connecting KPIs with performance reviews, rewards, and development.
- Common Mistakes in KPI Development: Pitfalls to avoid when creating KPIs that align with business success.

Psychometric & Human Resources
- Introduction to Psychometric Testing
- Types of Psychometric Assessments
- Using Psychometrics in Hiring
- Employee Development via Psychometrics
- Interpreting Test Results
- Ethics in Psychometric Testing
- Challenges in Psychometrics
- Leadership Development through Psychometrics

ISO Standards - ISO 9001:2015, ISO/IEC 27001:2022, ISO 14001:2015
- Overview of ISO Standards
- ISO 9001: Quality Management
- ISO/IEC 27001: Information Security
- ISO 14001: Environmental Management
- Implementing ISO Standards
- Benefits of ISO Certification
- Preparing for ISO Audits
- Adapting to New ISO Versions

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THANK YOU !

Please do not hesitate to reach out us for any further information or clarification.

HELP DESK CONTACT INFO

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