



*Program Overview*

*Certified Psychometric Test Professional*

2+2

**handover**

Efficiency ... from Hire to Retire

## Handover Consulting ...

*“Handover Consulting was initiated to partner with companies across the Middle East and provide them with unique and competitive consulting solutions to address their Recruitment and Human Resources challenges. Our team of specialists has been engaged with a number of multinational, regional, and local establishments and accordingly bring along solid operational and consulting capabilities in their areas of expertise.*

*Our vision for Handover Consulting is to become one of the leading and trusted consulting partners in Recruitment and Human Resources serving small, medium, and enterprise firms across the Middle East.*

*We would be honored to have the opportunity to be part of your successful future and for you to be part of our successful stories. We would love to provide you with more details on our services.*

*Please do not hesitate to contact us for further details or enquiries.”*

**Ali S. AlJa'bari**  
**Founder and CEO**



## Program Highlights ...

- **Program Overview:** The Certified Psychometric Test Professional (CPTP) program aims at educating and coaching (with practical examples) participants about different aspects related to Psychometric Testing including psychological techniques, types of Psychometric Tests, personality styles, and effectivity of tests. At the end of the program you will be able to design and conduct effective Psychometric Tests at your own organization.
- **Simple Certification Process:** The program comprises of 2 days of training workshop on the concepts and approaches related to Psychometric Testing. Afterwards, participants are requested to apply the learned concepts and approaches into a practical project which upon successful evaluation would qualify them with the internationally recognized title Certified Psychometric Test Professional (CPTP).
- **Delivered by HR SME Consultants:** The program is delivered by extensively experienced HR Consultants of **Middle Earth HR**, one of the largest specialist training, education and knowledge support companies for HR professionals worldwide and is considered to be the world's 7<sup>th</sup> largest HR Training firm.
- **International Accreditation:** The Certified Psychometric Test Professional (CPTP) certificate is internationally accredited by **Carlton Advanced Management Institute (CAMI)**, a global research body operating in the United States with the objective of conducting researches and development of special subjects in Human Resources.



## Advantages of the program ...

- **Comprehensive Course Material:** During the program you will be provided with a comprehensive information packed courseware which will be easy to re-use, reference, and share at the workplace or at home.
- **Networking Opportunity:** The program will be attended by many senior and junior HR professionals from various locations and industries. During the program, you will have the opportunity to network with these HR professionals and understand the type of Psychometric Testing issues and practices used in their environment.
- **Consulting Opportunity:** As the program will be delivered by extensively experienced HR Consultants, you will have the opportunity to discuss, consult, and relate to Psychometric Testing issues at your work place and understand how such issues would be resolved.
- **Learning Best Practice Approaches:** Throughout the program, you will have the opportunity to learn various concepts related to Psychometric Testing as well as best practice approaches on how to conduct effective Psychometric Tests.
- **Professional Branding:** After successfully completing the program, you will have the opportunity to brand yourself with the title Certified Psychometric Test Professional (CPTP).
- **HRCI Re-Certification Credit:** the Certified Psychometric Test Professional program has been pre-approved by HRCI for recertification credit hours. You can utilize the Certificate of Attendance to claim credit hours for the recertification of any of HRCI's certificates (aPHR™, PHR®, PHRca®, SPHR®, GPHR®, PHRi™, SPHRi™).





## A simple and practical certification program ...

- The program is designed in a simple approach which ensures educating participants with the subject's concepts and best practices and testing their understanding through their successful completion of a practical project.

### Training Workshop

- 16 hours of training workshop (2 full training days).
- The Course Outline, highlighted in the next slide, will be delivered in the workshop
- Practical examples will be provided throughout the workshop.
- Team activities will be assigned.
- Best practice concepts and approaches related to Psychometric Testing will be provided.

### Guided Project

- 2 to 3 project options will be provided at the end of the training workshop through which participants will reflect their understanding and ability to apply the concepts of the learned material.
- Participants need to submit the project within 60 days.
- Participants will be provided with sample projects for reference.



**Certified Psychometric Test Professional (CPTP)**



## Course Outline to be delivered in the Training Workshop ...

- Below is the outline of the course that will be delivered during the Training Workshop:

Module 1: Overview of Psychology	Module 2: Psychometric Assessment Overview	Module 3: Categories of Tests
<ul style="list-style-type: none"> <li>Psychology basics</li> <li>Sigmund Freud</li> <li>Carl Gustav Jung</li> <li>Alfred Adler</li> <li>Burrhus Frederic Skinner</li> </ul>	<ul style="list-style-type: none"> <li>Psychometric Assessment</li> <li>Understanding the Psyche/Mind</li> <li>Understanding Competence</li> <li>What to Assess</li> <li>Why to Assess</li> <li>Metricization: Establishing Fair Psychometric Assessment</li> </ul>	<ul style="list-style-type: none"> <li>Categories of Tests</li> <li>Common Projective Tests</li> <li>Self-Report or Inventory Tests</li> </ul>
Module 4: Tests for Traits – The PSI	Module 5: Tests for Motives – The TAT Test	Module 6: Motivational Analysis Using Career Anchors – The RSI Test
<ul style="list-style-type: none"> <li>PSI - A Brief History</li> <li>How to Analyze the PSI Test</li> <li>Dimensions of the Typology</li> <li>Personality Types</li> <li>Uses of PSI</li> </ul>	<ul style="list-style-type: none"> <li>History of the TAT Test</li> <li>Understanding TAT</li> <li>Administering the Tests</li> <li>Scoring and Report Writing</li> </ul>	<ul style="list-style-type: none"> <li>Understanding Motivators</li> <li>Modified Career Drivers Instrument</li> </ul>
Module 7: Ability Testing		
<ul style="list-style-type: none"> <li>Ability Tests</li> <li>Specific Cognitive Tests</li> <li>Sample Tests Used in Organizations</li> </ul>		



# Sample Concepts that will be discussed during the program ...

**Parameters of Psychometric Tests**

- Reliability
- Validity
- Acceptability
- Cost Effectiveness

**Personality Tests**

- ISTJ: Introverted sensor thinker judge
- ISTP: Introverted sensor thinker perceiver
- ISFP: Introverted sensor feeler perceiver
- ISFJ: Introverted sensor feeler judge
- INFP: Introverted intuitive feeler perceiver
- INFJ: Introverted intuitive feeler judge
- ESFJ: Extroverted sensor feeler judge
- ENTP: Extroverted intuitive perceiver judge

**Ability Tests**

- Choose the figure that completes the series.
- (1) Which is the larger value, A or B?  
A.  $2 \times 3 \times 4 \times 5 \times 6 \times 7 \times 8$   
B.  $14 \times 12 \times 10 \times 6 \times 4$
- 1. Which diagram results from folding the diagram on the left?

**Tests for Motives**

Tell me what do you see in the picture?

## What Participants said about the CPTP program ...



***"Fantastic workshop. Really enjoyed learning about Psychometric Tests."***

*Anjali Jayanth  
Senior Talent Acquisition Specialist, Dubai Airports*



***"Very informative and knowledgeable program, especially helpful for managing recruitment."***

*Nigel DSouza  
Senior Manager Talent Acquisition, Dubai Properties*



***"Very informative and had a great time."***

*Ashwini Pavithran  
Recruitment Manager, Johnson Controls*



***"Very good & insightful. The program built & increased my knowledge in psychology and testing."***

*Antara Saha  
Regional Training Manager, Middle East, VFS Global*



***"Good program. Very thorough on the types of tests & how to use them."***

*Darrell Olson  
HR Development Manager, Global Aerospace Logistics LLC*



***"This program has given me knowledge & working understanding of the Psychometric tools. I am excited to take this back to my work to witness the benefits & outcomes of the program."***

*Melissa Fernandes  
HR & Training Manager, zoOceanarium Group*



***"Great program. Very relevant to my role & gave me an in-depth understanding of the subject in the context of recruitment. Content is heavy & material is immense & all very meaningful."***

*Sonali Bhaumik  
Learning & Development Manager, Emirates Islamic Bank*



***"The program opened up information related to the Psychometric Testing process & gave a fair piece of insight. I learned about 3 to 4 methodologies of testing."***

*Midhun Mampilly  
HR & Administration Manager, DAMAC Properties*





# The CPTP Program is delivered by extensively experienced HR Consultants ...



**Nitin Sanker**

**Founder & Managing Director – Middle Earth HR**

## Qualifications

- Bachelor degree in Computer Science
- Master degree in Business Administration (MBA)

## Delivered Programs with Middle Earth HR

- Certified Strategic Compensation Specialist (CSCS)
- Certified Compensation and Benefits Manager (CCBM)
- Certified Talent Management Analyst (CTMA)
- Certified Learning and Development Manager (CLDM)
- Certified Instructional Designer (CID)
- Certified Organization Development Analyst (CODA)
- Certified OD Intervention Professional (CODIP)
- Certified HR Analytics and Metrics Professional (CHAMP)
- Certified OD Human System Intervention Specialist (CODHSI)
- Certified Advanced Training Techniques (CATT)

## Areas of Expertise

Nitin has around 30 years of extensive experience in HR Consulting, Training and Talent Development. He has trained, coached, and provided consultation services to clients across Asia, Middle East, and USA. Below is a list of his key areas of expertise:

- HR Process Design and Optimization
- Process Capability Maturity Models (PCMM)
- Talent and Leadership Development
- Compensation Strategy and Re-structuring
- Performance Management Systems
- HR Strategy and Business Integration
- Change and Cultural Integration
- Balanced and HR Scorecards / Metrics
- Competency Mapping, Assessment Centers
- Organizational Re-structuring



## Details of the CPTP program to be hosted in Jordan ...

Below are the specific details for the program that will be delivered in Amman, Jordan:

### Program Schedule

The program will take place on 16 and 17 July 2018 (9 am – 6 pm) in Amman, Jordan. **(Seats are limited)**

### Program Fees

The fee for the Certified Psychometric Test Professional (CPTP) program is 600 JOD (550 JOD/participant for groups of 2 or more). The program fee is inclusive of:

- Free pass to the workshop
- Participant folder with course material
- Tea/Coffee Breaks and Lunch available during workshop days
- A certificate of attendance, approved by HRCI for re-certification purposes
- A certificate accredited internationally by Carlton Advanced Management Institute (CAMI), USA

### Registration Form

Please complete this [Registration Form](#) and send it to us as early as possible to confirm your registration in the program.





## Contact us now

We would love to provide you with more details on the program. Please do not hesitate to contact us for further details or enquiries.

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[enquire@handover.consulting](mailto:enquire@handover.consulting)

<http://handover.consulting>

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