# Program Overview

## Certified HR Analytics and Metrics Professional

*"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**

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- **Program Overview:** The Certified HR Analytics and Metrics Professional (CHAMP) program aims at educating and couching (with practical examples) participants with effective approaches to analyze HR data and accordingly be able to identify certain trends, forecast future trends, measure process performance, and provide quantitative indicators to the management. At the end of the program you will be able to build practical HR analysis tools and an effective HR Reporting Framework.

- **Simple Certification Process:** The program comprises of 2 days of training workshop on the different types and aspects related to HR metrics and HR data analysis tools. 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 HR Analytics and Metrics Professional (CHAMP) .

- **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 7th largest HR Training firm.

- **International Accreditation:** The Certified HR Analytics and Metrics Professional (CHAMP) 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.

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- **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 types of HR data analysis and metrics tools 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 HR data analysis and trending 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 HR data analysis and metrics as well as best practice approaches on how to build an effective HR reporting framework.

- **Professional Branding:** After successfully completing the program, you will have the opportunity to brand yourself with the title Certified HR Analytics and Metrics Professional (CHAMP).

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# 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 HR data analysis and metrics 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 HR Analytics and Metrics Professional (CHAMP)**

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

| Module 1 : Introduction | Module 2: Identification | Module 3: Quantification |
|---|---|---|
| - What is HR Analytics<br>- Origin and evolution of HR Analytics<br>- Benefits of implementing HR Analytics<br>- MEC's Model for HR Analytics | - Linking HR to business drivers<br>- Values and Culture<br>- Key Strategic Themes<br>- Introduction to the Balanced Scorecard - The HR aspect | - First Generation – Cost Determinants<br>- Second Generation - Lead and Lag Indicators<br>- Lead Indicators for Compensation<br>- Lead Indicators for Recruitment<br>- Lead Indicators for Performance Management<br>- Lead Indicators for Learning and Development |

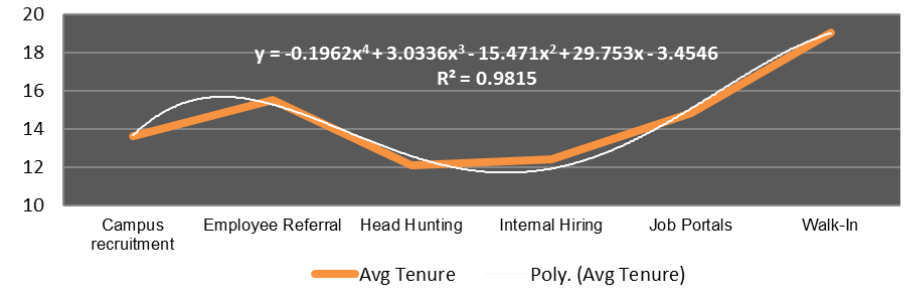| Module 4: Analysis | Module 5: Reporting | |
|---|---|---|
| - Implementing Trend Analysis<br>- Implementing Predictive Analytics<br>- Using Regression and Correlation<br>- Benchmarking process | - Creating charts and graphs<br>- Creating Pivot Table<br>- Creating HR Dashboards | |

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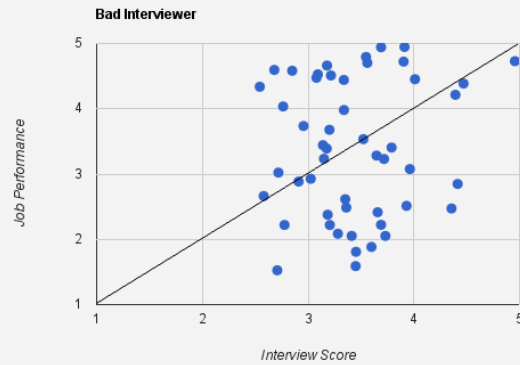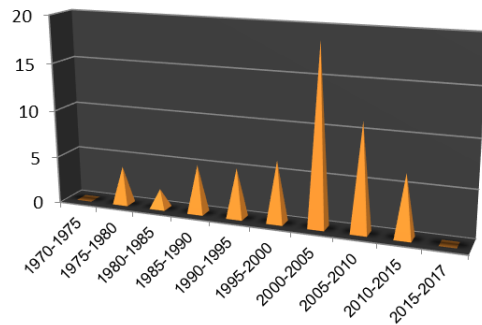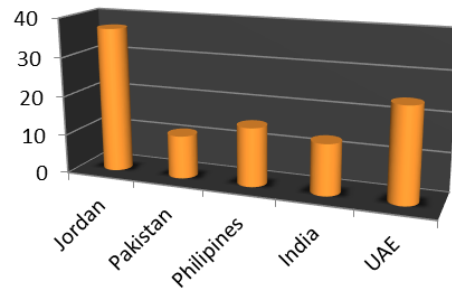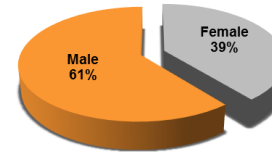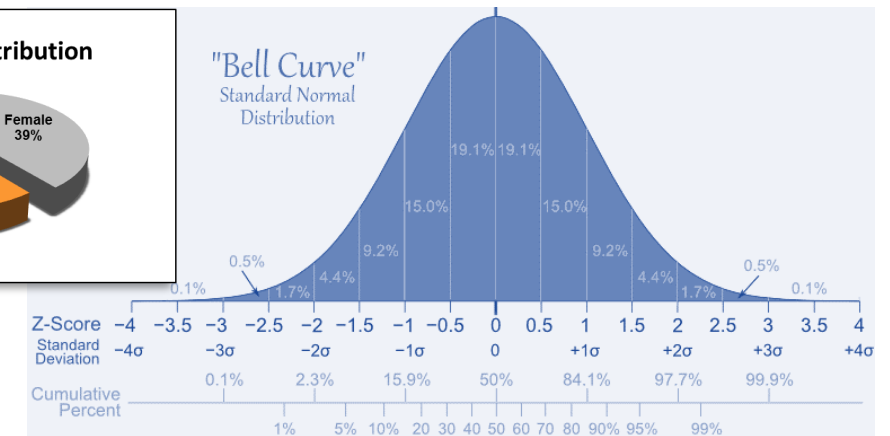
# What Participants said about the CHAMP program …

*"As usual an excellent workshop."*

George Farid
*HR Planning & Development Manager, Amoun Pharmaceutical Co.*

*"Well designed and delivered. Professional teacher who replied clearly to all our questions."*

Samia Abulaban
*Head of HR, Bank of Palestine*

*"Great and amazing info that helped increase my knowledge & I will definitely use & apply it in my professional life."*

Yasmeen Mariki
*HR Manager, Hewlett Packard (hp) Enterprise*

*"The program was very informative & provided the core ideas of analytics."*

Remitha Manoj
*Department Coordinator, Dubai World*

*"The program is packed with knowledge & information that every professional should have. Excellent program."*

Merriel Emocling
*HR Assistant, NIMR Automotive LLC*

*"A very insightful program."*

Sukriti Gupta
*Rewards Analyst, Careem*

*"A very informative course and the trainer was excellent and the learnings were massive."*

Leon Pinto
*HR Manager, Desert Group*

*"Overall an exciting program. Covered HR analytics & metrics in depth and in a very practical way."*

Rahul Verma
*Group HR Manager, Dubai Auto Gallery*

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# We offer flexible program delivery options …

- We have designed two key delivery options for the program in order to be convenient to individuals as well as corporates.

| Program Delivery Option | Schedule | Location/Venue | Pricing |
|---|---|---|---|
| **Company Specific Program:** in this option a company would be interested to have the program delivered specifically for their HR employees. A minimum of 5 attendees is a must. | - The program can be scheduled as desired by the company and the duration can be extended as seemed suitable by the company. | - The company will have the option to decide the location and venue in which the program will take place. | - The pricing of the program will depend on the number of participants, and location and shall be negotiable. |
| **Public Program:** In this option the program is scheduled at a specific location and venue and any HR professionals will have the opportunity to register and attend the program. | - The program will be delivered in 2 days as per the announced schedule. | - The program will typically be hosted in a hotel as per the announced location and venue. | - The price of the program will be inclusive of the training workshop, lunch during training days, and certification and shall be priced as announced. |

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## Contact us now

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

**Tel: +962 (6) 5335420, Mobile: +962 79 5066371**

*enquire@handover.consulting*
*http://handover.consulting*

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