



*Training Course:  
HR Process and Workforce Development: Best  
Practices for Organizational Success*

*30 November - 4 December 2026  
Madrid (Spain)*

## Training Course: HR Process and Workforce Development: Best Practices for Organizational Success

Training Course code: HR236530 From: 30 November - 4 December 2026 Venue: Madrid (Spain) - Training Course Fees: 5775 € Euro

### Introduction

This program is designed to help HR professionals, managers, and organizational leaders optimize HR processes and develop their workforce for maximum organizational impact. Participants will learn to integrate HR operations with business strategy, improve employee development, and implement best practices in recruitment, performance management, engagement, and retention.

The training combines **practical exercises, case studies, and interactive discussions**, enabling participants to apply HR processes effectively and drive sustainable workforce success.

### Objectives

By the end of this program, participants will be able to:

- Map and improve key HR processes for efficiency and effectiveness.
- Align HR operations with organizational strategy and objectives.
- Implement workforce development strategies that enhance engagement and retention.
- Design structured employee development and performance management programs.
- Utilize HR metrics and analytics to monitor process effectiveness.
- Foster a high-performance and collaborative workplace culture.

### Target Audience

- HR Managers and Specialists
- Line Managers involved in workforce planning
- Talent Development and Learning & Development professionals
- Organizational Development Consultants
- Business Leaders overseeing people management

### Outlines

Day 1:

## HR Processes Overview & Strategic Alignment

- Introduction to HR processes and their role in organizational success
- Key HR functions: recruitment, onboarding, performance management, learning & development, employee relations
- Aligning HR processes with business strategy
- Case discussion: HR process gaps and organizational impact
- Activity: Map HR processes in your organization

## Day 2:

### Recruitment, Onboarding & Talent Acquisition

- Strategic recruitment planning
- Employer branding and candidate experience
- Structured onboarding programs for retention and productivity
- Using digital tools and HR analytics in talent acquisition
- Practical Exercise: Design a recruitment and onboarding workflow

## Day 3:

### Performance Management & Employee Engagement

- Designing performance appraisal systems and KPIs
- Aligning individual and organizational goals
- Employee engagement strategies and recognition programs
- Continuous feedback and coaching culture
- Group Activity: Develop a performance management plan

## Day 4:

### Learning, Development & Workforce Planning

- Assessing training needs and creating development programs
- Career development and succession planning strategies

- Workforce planning and HR metrics for process improvement
- Integrating learning programs with business objectives
- Workshop: Design a development plan for high-potential employees

Day 5:

#### HR Process Optimization & Continuous Improvement

- Monitoring HR process effectiveness with metrics and analytics
- Evaluating workforce development initiatives
- Implementing continuous improvement in HR operations
- Case studies of best practices from leading organizations
- Action Planning: Create a roadmap to optimize HR processes and workforce development

## Registration form on the Training Course: HR Process and Workforce Development: Best Practices for Organizational Success

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Complete & Mail or fax to Global Horizon Training Center (GHTC) at the address given below

### Delegate Information

Full Name (Mr / Ms / Dr / Eng): .....  
 Position: .....  
 Telephone / Mobile: .....  
 Personal E-Mail: .....  
 Official E-Mail: .....

### Company Information

Company Name: .....  
 Address: .....  
 City / Country: .....

### Person Responsible for Training and Development

Full Name (Mr / Ms / Dr / Eng): .....  
 Position: .....  
 Telephone / Mobile: .....  
 Personal E-Mail: .....  
 Official E-Mail: .....

### Payment Method

- Please find enclosed a cheque made payable to Global Horizon
- Please invoice me
- Please invoice my company

### Easy Ways To Register

Telephone:  
+201095004484 to  
provisionally reserve your  
place.

Fax your completed  
registration  
form to: +20233379764

E-mail to us :  
info@gh4t.com  
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Complete & return the  
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3 Oudai street, Aldouki,  
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