



*Comprehensive HR Management Masterclass*

*Madrid -*

*30-11-2026*

# Comprehensive HR Management Masterclass

Course code: HR364 From: 30-11-2026 Venue: Madrid - Course Fees: 5000 £

## Introduction

This masterclass is designed to provide HR professionals with a complete understanding of modern human resource management practices. From recruitment and performance management to compensation strategies, employee engagement, and HR analytics participants will gain both strategic and operational HR skills essential to leading high-performing organizations.

## Course Objectives of Comprehensive HR Management Masterclass

At the end of this program participants will be qualified to:

- Align HR strategies with overall business goals.
- Design and implement effective recruitment and onboarding frameworks.
- Develop performance management systems that drive accountability.
- Structure compensation and benefits packages that promote retention.
- Apply the latest HR trends such as HR analytics and digital transformation.
- Navigate employee relations with confidence and professionalism.

## Course Methodology of Comprehensive HR Management Masterclass

- Lectures and Expert Insights: Leading industry experts will share their insights and best practices.
- Case Studies: Analyze real-world talent acquisition challenges and solutions.
- Group Discussions: Engage in meaningful discussions and share experiences with peers.
- Role-Playing and Simulations: Practice recruitment scenarios to enhance skills.
- Hands-on Workshops: Gain practical experience in using recruitment tools and techniques.

## Organizational Impact of Comprehensive HR Management Masterclass

- Improved talent acquisition and retention strategies.
- More efficient HR processes that reduce operational costs.
- Data-driven decision-making using HR metrics and analytics.
- Stronger employee engagement leading to higher productivity.

## Personal Impact of Comprehensive HR Management Masterclass

- Stronger competence in handling HR operations and strategy.
- Confidence in dealing with complex employee relations scenarios.
- Enhanced ability to communicate HR decisions to management.
- Recognition as a strategic HR partner within the organization.

## Target Audience of Comprehensive HR Management Masterclass

- HR Managers & HR Officers
- Recruitment & Talent Acquisition Specialists

- Training & Development Officers
- Administrators transitioning into HR roles
- Line Managers responsible for HR functions

## Course Outlines

### DAY 1

#### Strategic HR Foundations

- Evolution of HR: From Administration to Business Partner
- HR Policies, Structure & Workflow
- Job Analysis, Job Description & Workforce Planning
- HR KPIs and Metrics

### Day 2

#### Recruitment & Onboarding Excellence

- Modern Talent Sourcing & Employer Branding
- Competency-Based Interviewing Techniques
- Selection Tools & Assessment Centers
- Effective Onboarding and Probation Management

### Day 3

#### Performance Management & Employee Development

- Designing Performance Appraisal Systems
- KPI vs Competency-Based Evaluation
- Coaching & Feedback Conversations
- Learning & Development Planning

### Day 4

#### Compensation, Benefits & Employee Relations

- Salary Structures & Grading Systems
- Incentives, Allowances & Non-Financial Rewards
- Handling Employee Grievances and Disciplinary Procedures
- Labour Law Essentials (with regional customization)

### Day 5

#### HR Digital Transformation & Future Trends

- HR Automation Tools & HRIS
- Introduction to HR Analytics
- Employee Engagement Surveys & Culture Building
- Action Plan: Developing a Strategic HR Roadmap