



Recruitment & Talent Acquisition

Human Resources & Training

QGT-HRM-102 | Foundation | 5 or 10 days | Online, classroom, in-house

Course overview

Recruitment & Talent Acquisition is an introduction that builds a solid working knowledge in Recruitment & Talent Acquisition. It covers the principles, the requirements of SHRM and CIPD frameworks and GCC labour laws, and the practical methods used on site, with case studies from operations in the Gulf, Africa and worldwide. Available online, in the classroom in 60 cities, or in-house.

What participants will be able to do

- Explain the principles, terminology and scope of Recruitment & Talent Acquisition
- Apply the relevant requirements of SHRM and CIPD frameworks and GCC labour laws
- Use practical tools, checklists and calculations with confidence
- Recognise common problems, risks and root causes and choose the right corrective action
- Prepare an improvement plan for their own site or organisation

Who should attend

Designed for HR professionals, L&D specialists, trainers and line managers, new joiners and anyone who needs a solid grounding in the subject.

Course outline (5 days)

Day 1: Principles and terminology

Scope, key definitions and how Recruitment & Talent Acquisition fits into daily operations

Day 2: Codes, standards and requirements

What SHRM and CIPD frameworks and GCC labour laws require, and how to read them

Day 3: Methods, tools and calculations

Step-by-step methods, checklists and worked examples

Day 4: Operation, inspection and common problems

Typical failures, warning signs and what to do about them

Day 5: Case studies, workshop and assessment

Group exercise on real cases and a final knowledge check

What the 10-day edition adds

Day 6: Applied project, part 1 – Apply the week-one methods to a case from your organisation

Day 7: Data and digital tools – Software, spreadsheets and digital tools used in practice

Day 8: Lessons from incidents and audits – What investigations and audit findings teach

Day 9: Applied project, part 2 – Complete, test and refine your solution

Day 10: Presentations and final assessment – Present to the group and complete the final assessment

Fees (USD per participant)

Duration	Live online	Classroom	In-house
5 days	\$3,000	\$5,500	On quote
10 days	\$5,500	\$9,900	On quote

Fees include course material and certificate of completion; classroom fees include refreshments and lunch. In-house training is priced per group.

Dates and cities 2027–2030

Dates	City	Format	Duration	Fee
18–22 Jan 2027	Istanbul	Classroom	5 days	\$5,500
19–30 Apr 2027	Budapest	Classroom	10 days	\$9,900
24–28 May 2027	Milan	Classroom	5 days	\$5,500
6–17 Sep 2027	Baku	Classroom	10 days	\$9,900
6–10 Dec 2027	Online (live)	Online (live)	5 days	\$3,000
9–13 Jan 2028	Kuwait City	Classroom	5 days	\$5,500
21 Feb – 3 Mar 2028	Baku	Classroom	10 days	\$9,900
3–7 Apr 2028	Kigali	Classroom	5 days	\$5,500
3–14 Jul 2028	Prague	Classroom	10 days	\$9,900
2–6 Oct 2028	Online (live)	Online (live)	5 days	\$3,000
15–19 Jan 2029	Lagos	Classroom	5 days	\$5,500
12–23 Feb 2029	London	Classroom	10 days	\$9,900
9–13 Jul 2029	Bangkok	Classroom	5 days	\$5,500
19–30 Nov 2029	Munich	Classroom	10 days	\$9,900
3–7 Dec 2029	Online (live)	Online (live)	5 days	\$3,000
7–11 Jan 2030	Prague	Classroom	5 days	\$5,500
6–17 May 2030	Copenhagen	Classroom	10 days	\$9,900
10–14 Jun 2030	Toronto	Classroom	5 days	\$5,500
8–19 Jul 2030	Luanda	Classroom	10 days	\$9,900
12–16 Aug 2030	Online (live)	Online (live)	5 days	\$3,000

How to register

Register online or scan the code

<https://qimmatrainig.com/courses/recruitment-and-talent-acquisition/>

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