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HUMAN RESOURCES AND TRAINING | HRT-043

Certificate in HR Automation Strategies

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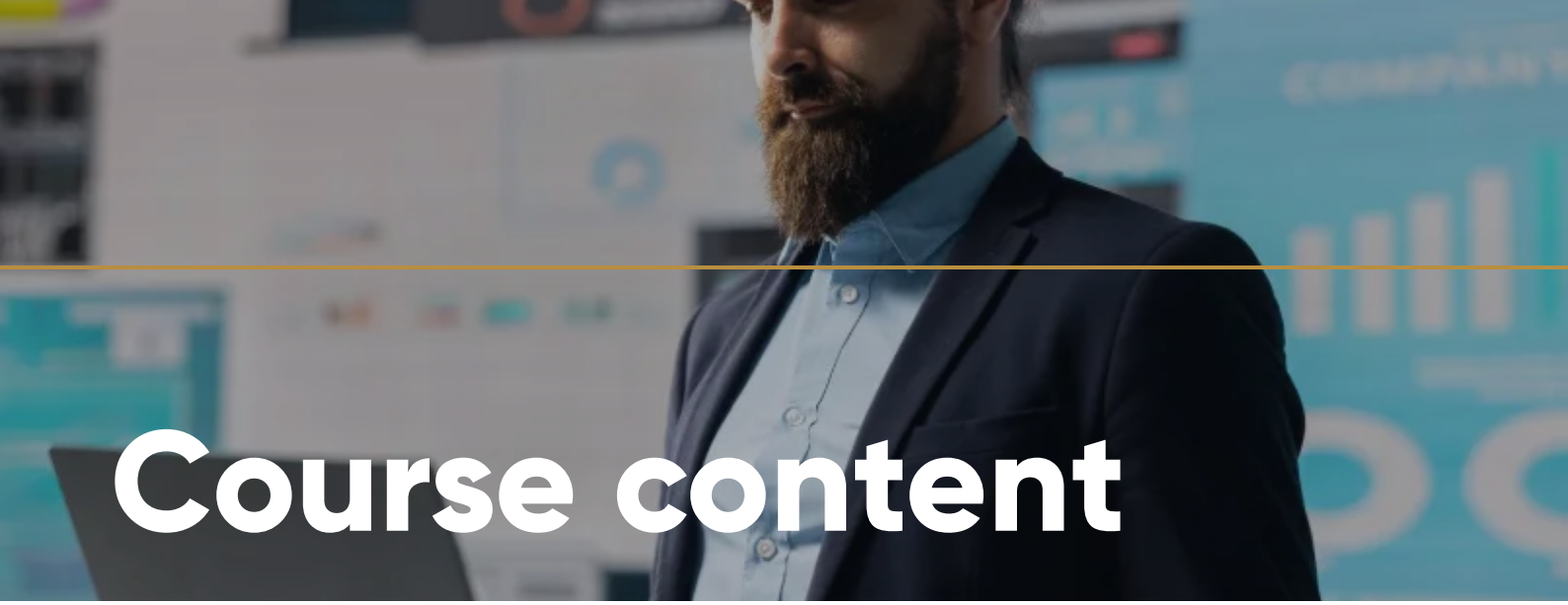


Course content

Why Attend

Why Attend HR automation is transforming how organizations manage people, processes, and performance. Automating repetitive HR tasks improves efficiency, reduces errors, enhances employee experience, and allows HR teams to focus on strategic priorities. This course provides participants with practical knowledge to identify automation opportunities, implement HR technologies, and build smarter HR operations.

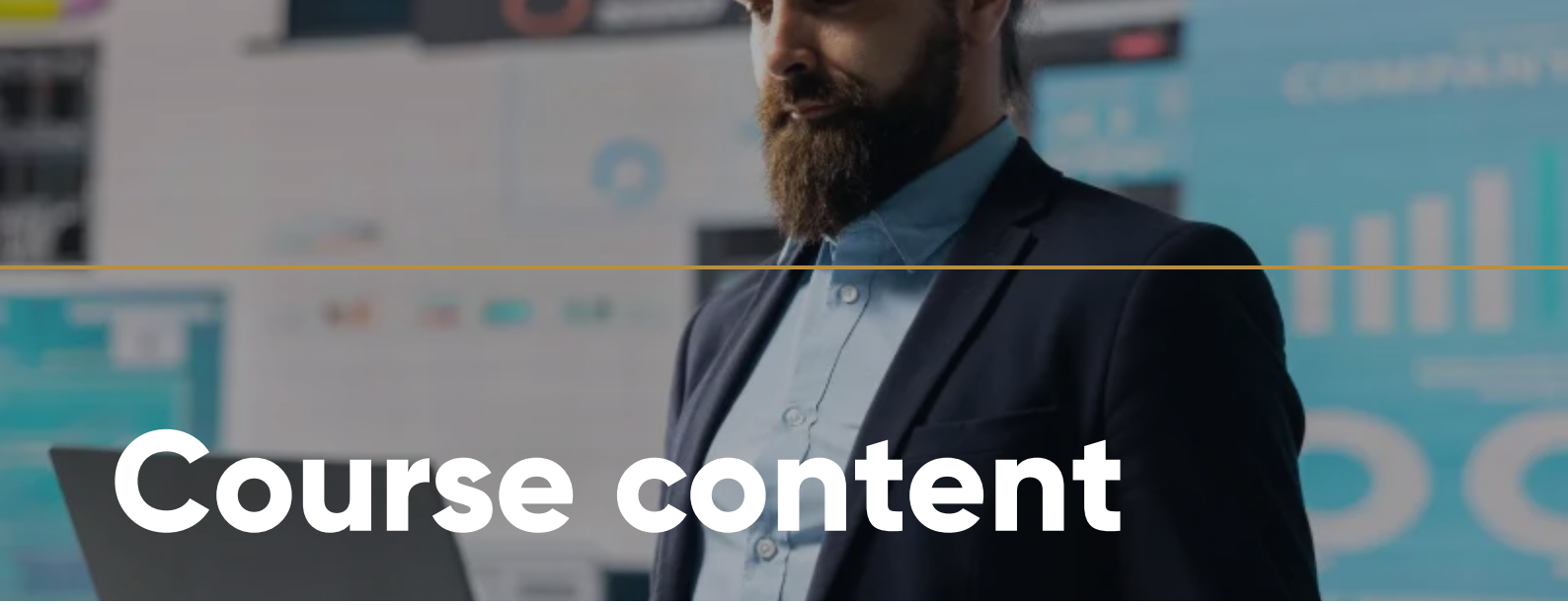
Course Methodology This course uses an interactive and practical approach through presentations, case studies, group discussions, process mapping exercises, technology demonstrations, and real workplace examples.

Course Objectives

- Understand the role of automation in HR
- Identify HR processes suitable for automation
- Improve efficiency through digital workflows
- Reduce manual errors in HR operations
- Enhance employee experience using automation tools
- Measure automation performance and benefits
- Manage change during HR automation projects
- Build an HR automation implementation plan

Target Audience

- HR Professionals
- HR Managers
- HR Operations Staff
- Digital Transformation Teams



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Target Audience

- IT Support Staff involved in HR systems
- Process Improvement Professionals
- Anyone involved in HR modernization initiatives

Target Competencies

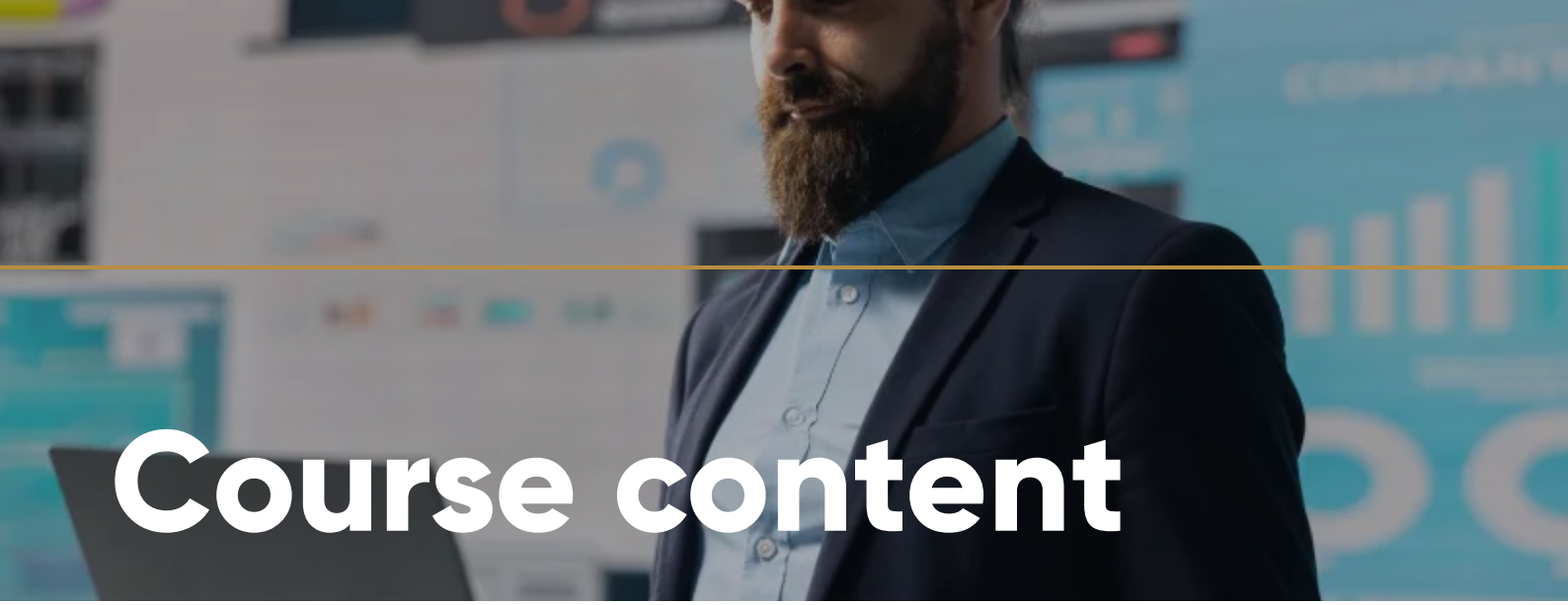
- HR Process Automation
- Digital Workflow Design
- HR Technology Awareness
- Process Improvement
- Change Management
- Data Accuracy
- Strategic Planning
- Performance Measurement

Course outline

Day 1: Introduction to HR Automation

- Understanding HR automation concepts
- Benefits of automation in HR functions
- Current trends in digital HR
- Common manual HR challenges
- HR processes suitable for automation
- Building the business case for automation

Day 2: Automating Core HR Processes



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Course outline

- Employee onboarding automation
- Leave and attendance workflow automation
- Payroll support automation
- Recruitment and applicant tracking tools
- Performance review automation
- Employee self-service solutions

Day 3: HR Systems and Technology Solutions

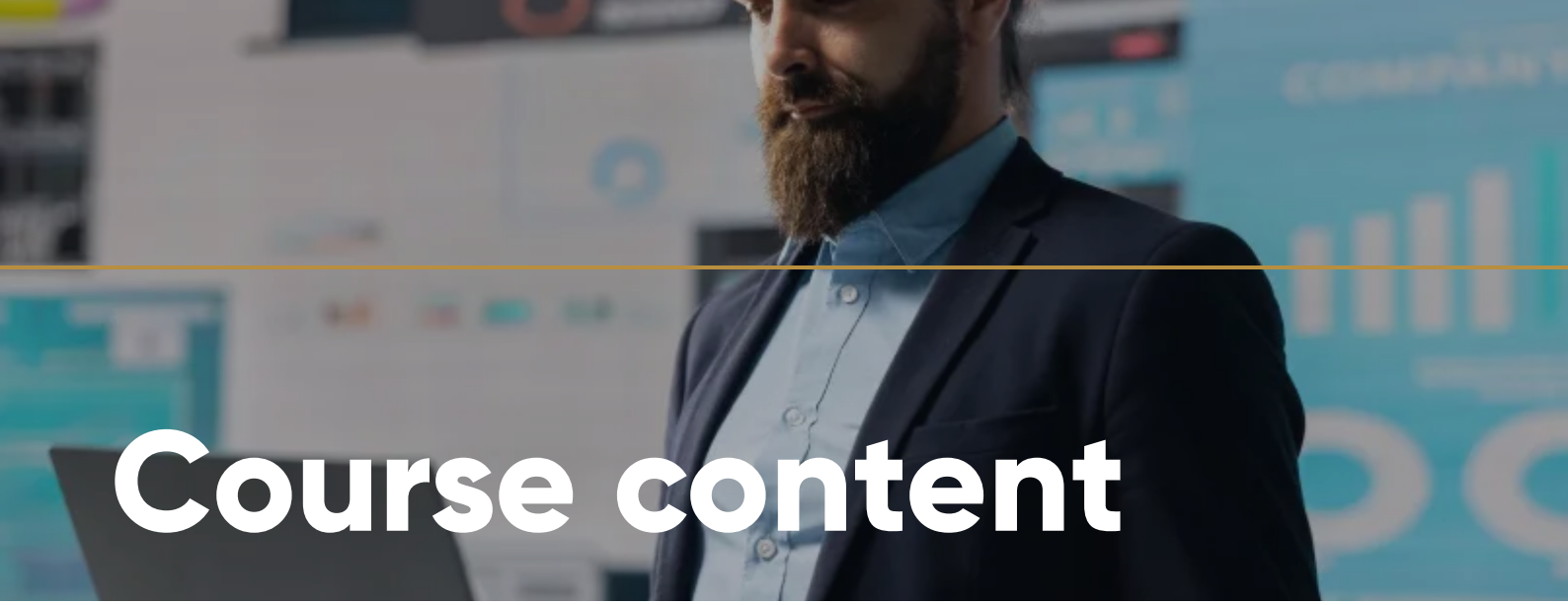
- HRIS and integrated HR platforms
- Workflow tools and approval systems
- AI and chatbots in HR services
- Document management automation
- Data privacy and system security basics
- Selecting suitable HR technology solutions

Day 4: Implementation and Change Management

- Planning an HR automation project
- Stakeholder engagement strategies
- Managing employee resistance to change
- Training users on new systems
- Testing and process improvement
- Ensuring successful adoption

Day 5: Measuring Success and Future Strategy

- KPIs for HR automation performance



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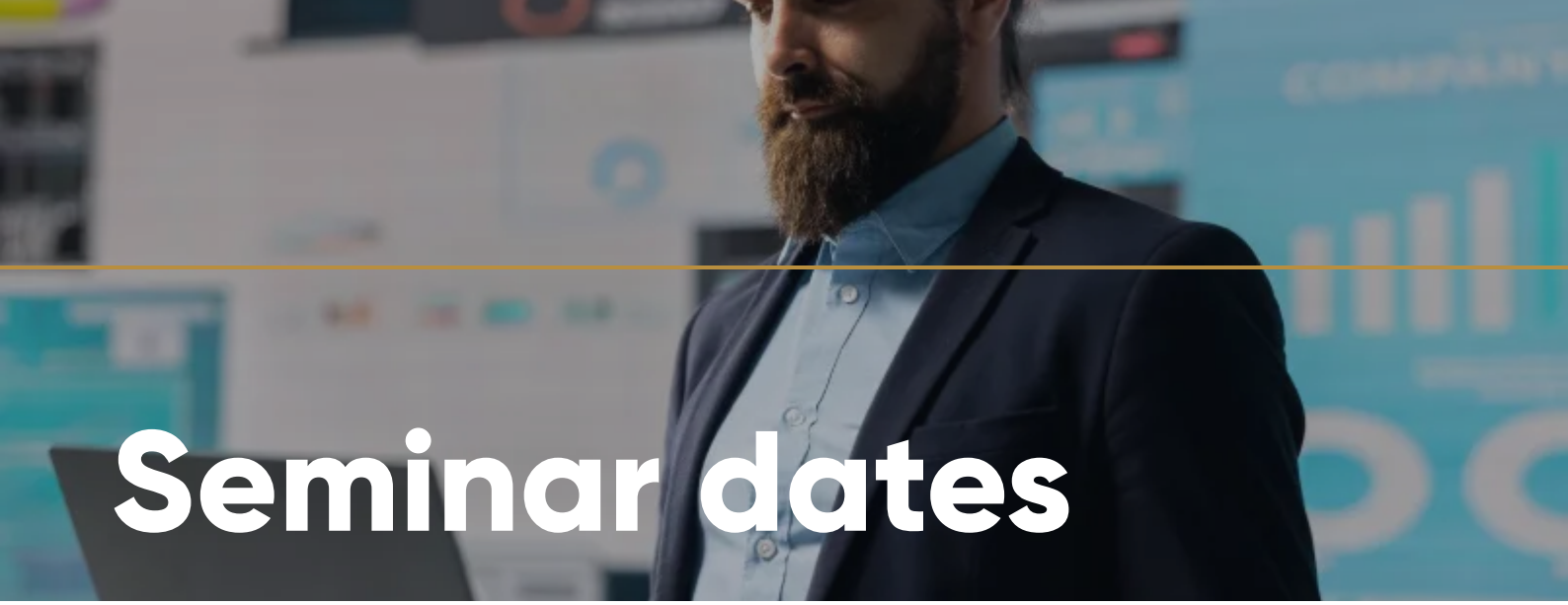
Course outline

- Measuring ROI and productivity gains
- Continuous improvement of automated processes
- Future trends in HR technology
- Building a long-term HR automation roadmap
- Final workshop: Create an automation strategy plan



Seminar dates

Available seminar dates

Live dates and pricing for Certificate in HR Automation Strategies generated from the course details page.

Date	Location	Format	Fee
6 - 10 July 2026	Kuala lumpur - Malaysia	Classroom	**€2,250.-**
10 - 14 August 2026	London - U.K	Classroom	**€4,200.-**
31 August - 4 September 2026	Barcelona - Spain	Classroom	**€4,250.-**
14 - 18 September 2026	Munich - Germany	Classroom	**€4,250.-**
5 - 9 October 2026	London - U.K	Classroom	**€4,250.-**
16 - 20 November 2026	Amsterdam - Netherlands	Classroom	**€4,250.-**
7 - 11 December 2026	Paris - France	Classroom	**€4,500.-**
21 - 25 December 2026	Munich - Germany	Classroom	**€3,450.-**

Live online option	Online delivery is available at €1,850.-.