informatech

HUMAN RESOURCES AND TRAINING | HRT-038

Certified Compensation and Benefits Professional

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Course content

Why Attend

Compensation and benefits are among the most critical drivers of employee attraction, motivation, and retention. Organizations that fail to design fair, competitive, and structured reward systems often face high turnover, low engagement, and difficulty attracting top talent.

A well-designed compensation and benefits strategy ensures internal fairness, external competitiveness, and alignment with organizational goals and performance outcomes.

This programme is designed to equip HR professionals with the practical knowledge and tools required to design, implement, and manage effective compensation and benefits systems that support business strategy and workforce engagement.

Course Methodology

This programme combines analytical tools with real-world HR applications:

- Real compensation and benefits case studies
- Interactive workshops and group exercises
- Salary structure design simulations
- Job evaluation practice sessions
- Practical frameworks and templates for reward systems

Course Objectives

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

- Understand principles of compensation and benefits management
- Design competitive and fair salary structures
- Apply job evaluation and grading systems
- Develop benefits and reward strategies aligned with business goals
- Ensure internal equity and external competitiveness

Course content

Course Objectives

• Analyze market salary data and benchmarks

• Improve employee motivation through reward systems

Target Audience

This course is suitable for:

• HR Managers and Compensation Specialists

• Payroll and Benefits Professionals

• Reward and Total Rewards Analysts

• HR Business Partners

• Talent Management Professionals

• Finance professionals involved in payroll and compensation design

Target Competencies

Participants will develop competencies in:

• Compensation strategy design

• Job evaluation and grading systems

• Salary structure development

• Benefits planning and management

• Market benchmarking and analysis

• Reward policy development

• HR data analysis and decision-making

Course outline

Course content

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Day 1: Fundamentals of Compensation and Benefits

- Introduction to total rewards systems
- Role of compensation in HR strategy
- Principles of fairness, equity, and competitiveness
- Components of compensation packages
- Fixed vs variable pay structures
- Overview of global reward trends

Day 2: Job Evaluation and Grading Systems

- Job analysis and role profiling
- Job evaluation methods and techniques
- Point factor and ranking systems
- Creating job grades and salary bands
- Ensuring internal equity
- Practical exercise: job evaluation

Day 3: Salary Structures and Pay Design

- Designing salary structures and pay ranges
- Market pricing and benchmarking techniques
- Pay progression and increment systems
- Managing pay disparities
- Salary structure alignment with business strategy
- Case study: building a salary structure

Day 4: Benefits and Reward Strategies

Course content

Course outline

• Types of employee benefits (mandatory and voluntary)

• Designing competitive benefits packages

• Incentives and performance-based rewards

• Non-financial rewards and recognition systems

• Total rewards approach

• Practical workshop: benefits strategy design

Day 5: Implementation, Compliance and Best Practices

• Implementing compensation and benefits systems

• Budgeting and cost control in rewards

• Legal and compliance considerations

• Communication of reward policies

• Monitoring and reviewing compensation systems

• Final case study and action planning

Seminar dates

Available seminar dates

Live dates and pricing for Certified Compensation and Benefits Professional 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.-.