



# التحليل الوظيفي و تقييم الوظائف في بيئة عمل تتميز بالمرونة و الرشاقة



**AGILE LEADERS**  
Training Center

03 - 07 May 2027  
مسقط



## التحليل الوظيفي و تقييم الوظائف في بيئة عمل تتميز بالهرونة و الرشاقة

الرجع: 1009\_60634 التاريخ: 03 - 07 May 2027 الموقع: مسقط الرسوم: Euro 5700

### Course Overview:

Designed for HR specialists, business partners, and managers, this comprehensive training course equips learners with modern strategies and tools to redefine their roles in a rapidly evolving business environment. The Agile Job Evaluation Certification Course teaches job analysis and evaluation, qualitative methods of job evaluation, and job performance evaluation from an agile perspective. This innovative course merges Agile methodology with traditional HR functions and introduces an Agile HR certification. Offering more than a standard training program, it provides clear job evaluation definitions, elaborates on the difference between job evaluation and job description, and advocates for agility in HR.

### Target Audience:

- HR Specialists
- HR Business Partners
- Human Resource Managers
- Agile HR Practitioners
- Human Resource Specialists

### Targeted Organizational Departments:

- Human Resources Department
- Project Management Department
- Organizational Design Department

### Targeted Industries:

- Tech Industry
- Consultancies
- Large corporations implementing Agile
- Any Industry undergoing digital transformation

## Course Offerings:

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

- Understanding and implementing Agile methodologies in job analysis and evaluation
- Embracing HR functions within an Agile framework
- Job hazard analysis training in Agile environments
- Hay job evaluation training
- Succession planning training with Agile considerations
- Human Resource Management and planning in Agile context
- Define Total Rewards: Understand its components, including compensation, benefits, work-life balance, and recognition.
- Develop Strategies: Create Total Rewards strategies aligned with organizational goals.
- Compensation Management: Learn salary structures, pay grades, and pay-for-performance models.
- Benefits Administration: Compare benefits types and manage enrollment and compliance.
- Recognition Programs: Design effective recognition and reward systems.

## Training Methodology:

Our Agile Job Evaluation Certification Course uses various training methodologies including interactive sessions, group work, case studies related to Agile project management, job evaluation methods, and human resource planning. Each session concludes with a feedback round, enabling participants to reflect on the agility in HR and clarify ambiguities.

## Course Toolbox:

- Agile Management Software
- Job Evaluation Checklists
- Templates for job analysis and performance evaluation
- Agile HR Reading Materials
- Replacement charts for succession planning
- Organizational design software and resources

## Course Agenda:

### Day 1: Agile and HR

- Topic 1: Understanding Agile: Its Meaning and Methodology
- Topic 2: Introduction to Agile HR and HR Agility
- Topic 3: HR Functions in an Agile Framework
- Reflection & Review: Reviewing the Agile principles and their implementation in HR

## Day 2: Job Evaluation in Agile Context

- Topic 1: Job Evaluation Definition and Methods
- Topic 2: Difference between Job Evaluation and Job Description
- Topic 3: Qualitative Methods of Job Evaluation
- Reflection & Review: Reflecting on Job Evaluation techniques in Agile

## Day 3: Job Analysis and Hazard Training

- Topic 1: Job Analysis and Evaluation in Agile Framework
- Topic 2: Job Hazard Analysis Training
- Topic 3: Hay Job Evaluation Training
- Reflection & Review: Understanding job hazards and their mitigation in Agile

## Day 4: Succession Planning and Organizational Design

- Topic 1: Succession Planning Training in Agile
- Topic 2: Utilizing Replacement Charts in Succession Planning
- Topic 3: Introduction to Organizational Design Courses in Agile
- Reflection & Review: Reviewing Succession planning and Organizational Design in Agile

## Day 5: Certification and Conclusion

- Topic 1: Preparing for Agile HR Certification
- Topic 2: Human Resource Planning in Agile
- Topic 3: Role of the HR Business Partner in Agile
- Reflection & Review: Reflecting on the Agile HR Practitioner role and preparing for certification

## How This Course is Different from Other The Agile Job Evaluation Certification Training Courses:

This course sets itself apart by fully integrating Agile principles with HR functions.

Unlike other job evaluation courses, this training program extends beyond basic job evaluation definition and explores job hazard analysis training, job analysis and evaluation, and succession planning training in an Agile context.

The course also prepares you for Agile HR certification, propelling you to the forefront of the field as an Agile HR practitioner.



## فئات الدورات التدريبية



HR TRAINING &  
DEVELOPMENT

دورات إدارة و تطوير الموارد البشرية



دورات إدارة و تحليل البيانات ودورات علم  
البيانات



دورات إدارة الجودة وتطوير العمليات



الدورات التدريبية في مجال البيئة والاستدامة



دورات التسويق وإدارة علاقات العملاء وإدارة  
المبيعات



دورات التدريب القانوني والمشتريات  
والتعاقدات



دورات الاتصال الجماهيري و السياسات  
والعلاقات العامة



دورات النظم السبراني ودورات تقنية  
المعلومات



دورات الصيانة ودورات المجالات الهندسية  
المتنوعة



دورات الصحة والسلامة والأمن المهني



دورات السكرتارية و إدارة المكاتب



دورات الحوكمة وإدارة المخاطر والامتثال



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## فئات الدورات التدريبية



دورات معتمدة من قبل هيئات دولية



دورات في مجالات القيادة والإدارة



دورات المهارات الشخصية وتطوير الذات



دورات المحاسبة و التمويل و دورات الإدارة  
المالية



دورات مكتب إدارة المشاريع وإدارة المشاريع  
الرشيقية

## مدن التدريب



اسطنبول - تركيا



أمستردام - هولندا



أنقرة - تركيا



أثينا - اليونان



الرياض - المملكة العربية السعودية



الدوحة - قطر



الدار البيضاء - المغرب



الجبيل - المملكة العربية السعودية



باريس - فرنسا



المنامة - مملكة البحرين



الكويت - الكويت



القاهرة - مصر



براغ - جمهورية التشيك



بانكوك - تايلاند



بالي - جمهورية إندونيسيا



باكو - أذربيجان

## مدن التدريب



جاكرتا - جمهورية اندونيسيا



تبليسي - جورجيا



بوكيت - تايلاند



برشلونة - اسبانيا



روما - ايطاليا



دبي - الامارات العربية المتحدة



جوهانسبرغ - جنوب افريقيا



جنيف - سويسرا



شرم الشيخ - مصر



سيول - كوريا الجنوبية



سان دييغو - الولايات المتحدة  
الامريكية



زنبار - تنزانيا



طوكيو - اليابان



طشقند - اوزبكستان



طرابزون - تركيا



شيكاغو - الولايات المتحدة  
الامريكية

## مدن التدريب



كوالالمبور - ماليزيا



فيينا - النمسا



عن بعد - منصة زووم



عمان - المملكة الأردنية الهاشمية



ماربيا - اسبانيا



لندن - المملكة المتحدة



لانكاوي - ماليزيا



كيب تاون - جنوب إفريقيا



ميلان - إيطاليا



مونترال - سويسرا



مسقط - سلطنة عمان



مدريد - إسبانيا



نيس - فرنسا



نيروبي - كينيا



ميونخ - ألمانيا

# WHO WE ARE

Agile Leaders is a renowned training center with a team of experienced experts in vocational training and development. With 20 years of industry experience, we are committed to helping executives and managers replace traditional practices with more effective and agile approaches.

## OUR VISION

We aspire to be the top choice training provider for organizations seeking to embrace agile business practices. As we progress towards our vision, our focus becomes increasingly customer-centric and agile.

## OUR MISSION

We are dedicated to developing value-adding, customer-centric agile training courses that deliver a clear return on investment. Guided by our core agile values, we ensure our training is actionable and impactful.

## WHAT DO WE OFFER

At Agile Leaders, we offer agile, bite-sized training courses that provide a real-life return on investment. Our courses focus on enhancing knowledge, improving skills, and changing attitudes. We achieve this through engaging and interactive training techniques, including Q&As, live discussions, games, and puzzles.



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