Certified Human Resource AI Specialist

International Certification USA

Who can do?

- Anyone interested in building a career in Human Resources and proving their skills in the professional market.

- Senior Managers, Managers, and Executives who want to upgrade their HR knowledge using AI-powered technology.

- Secretaries and Administrators from any sector who want to improve their HR-related skills.

- A program designed to develop and enhance careers in the highly demanded field of AI-powered HR.

100,000+ Students have been Trained

since 1997

Invest in People the only Asset that Appreciates

Program is offered by

3D EDUCATORS - INT

22 Years of Excellence in Training & Development

THE CREDENTIALS

There is a global demand for highly professional competent Human Resource officers, managers, or senior managers. But it is time to know that how to enable Artificial Intelligence in the field of HR and get the maximum benefits from it. IMRTC offers global recognized certification for individual executives and professionals who can enhance their careers in human resources with AI to devise a concrete and comprehensive curriculum that accredits the candidate globally. IMRTC—International Management Research & Technology Consortium offers a globally recognized certification that helps professionals in their careers, increases their competency, knowledge, and skills, and recognizes the need for global requirements.

PRE-REQUISITE:

Two year Bachelor's degree (high school diploma, associate's degree or the global equivalent).

Two Years Professional experience required to earn this certification.

Grade 12 or Intermediate from any recognized board or university can join this program by having 4 years of market experience.

32 PTH – Professional Training Hours certificate is required to give the exams from any IMRTC Accredited Trainer or Partner.

Final Certification shall be awarded by IMRTC - USA

BENEFITS OF PROGRAM

The content of the program is equipped about advanced HR system and its latest techniques.

- HR & AI Fundamentals with Strategic HR is the major driver of the program.

- This certification will help you in your career.

- The job market is welcomed the international certified candidates, who know the understanding of emerging technologies and how to enable AI functionalities in their system and careers.

- The program insist you to keep learning about latest and newest methodologies, technologies and latest updates about it.

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Table of Content

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Program Details

Inauguration

The Training Program will be inaugurated by a senior member of 3DEducators

Program Structure

No of classes per week	**01 Class**
Duration of each class	**02 - Hour**
Total Duration	**48 Hours**

Other Learning Activities

Classroom Assignments	06
Presentations by Trainees	02
Project	01
Guided Hours	16
Non Guided	24

About the Program Instructor

The "Certified Human Resource AI Specialist" Program has been designed and will be conducted by Dr. M. S. Waqar and Mr. Zafar Dar who have around fifteen years of experience of Human Resource Management and development.

Dr. M. S. Waqar is PhD, MBA, MS and M.Sc Where Mr. Zafar Dar is MBA. At present, Dr. M. S. Waqar and Mr. Zafar Dar are involved to provide the solution and consulting services of HRM. They have been conducting training courses for various National, Multinational, Government and non-Government organizations and also a visiting faculty at NIPA, PIA, Merck, Gallop, Steel Mills, and So many different universities. They also have geared to provide the training abroad like UK, South Asia etc.

In Affiliation with

3D EDUCATORS
Trainers & Consultants

IMRTC
International Management
Research & Technology Consortium

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Course Content:

Certified Human Resource AI Specialist program covers theory, process and practices of HR management by using technological skills: Basics, Strategies, Policies, Analysis, Recruitment & Selection, and Performance Management & Appraisals of HR with AI.

- DOMAIN 1: FUNDAMENTALS OF HRM and AI

- DOMAIN 2: HUMAN RESOURCE MANAGEMENT & JOB ANALYSIS & PORTFOLIOS WITH AI

- DOMAIN 3: RECRUITMENT & SELECTION PROCESS STRATEGY THROUGH AI

- DOMAIN 4: SOCIAL ORIENTATION AND DEVELOPMENT THROUGH AI TOOLS

- DOMAIN 5: PERFORMANCE MANAGEMENT & APPRAISALS SYSTEM FROM AI

- DOMAIN 6: MOTIVATION & REWARDS SYSTEM WITH AI

- DOMAIN 7: TRAINING AND CAREER DEVELOPMENT WITH AI

- DOMAIN 8: COMPENSATION MANAGEMENT ITH AI

- DOMAIN 9: HRM POLICIES & PROCEDURES DEVELOPMENT THROUGH AI

- DOMAIN 10: STRATEGIC HUMAN RESOURCE MANAGEMENT WITH AI

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DOMAINS AND TASKS

In this document, you will find an updated structure for the IMRTC Standard Examination Content. Based on Experience Consultants and stakeholders, we have devised and simplified the format so that the IMRTC Examination System can be easier to understand and interpret.

The domain and task are well-defined on the following pages:

Domain: Defined as the high-level knowledge area that is essential to the practice of CHRAIS

Tasks: The underlying responsibilities of the Quality Consultants within each domain area.
CHRAIS Course examination will include all tasks for a domain and will adhere to the percentage of coverage at the domain level as outlined in the further pages.

DOMAINS AND TASKS

Domain 1: FUNDAMENTALS OF HUMAN RESOURCE MANAGEMENT AND AI	
Task 1	• Understanding of Management • Understanding of Management Essentials • Knowing about the Role of HRM in the Organization • Fundamentals of Artificial Intelligence (AI)
Task 2	• Globalization • Understanding Cultural Environments • Impacts of Technology on HRM on the Organization • Impacts of Technology change on the organization • Workforce Diversity • Why AI is now necessary to use in HR Domain
Task 3	• Labor Supply • Employees Involvement • Continuous Improvement Programs • Translating HRM Functions into Practice • Does HRM really matter • HRM in an Entrepreneurial Enterprise • HRM in a Global Village • HR and Corporate Ethics • Tools to understand: • ChatGPT / Copilot for HR query handling • Tableau + AI Insights for HR data analytics

DOMAINS AND TASKS

Domain 2: HUMAN RESOURCE MANAGEMENT AND JOB ANALYSIS WITH AI	
Task 1	• Introduction • Understanding and Development of Organizational framework • Linking Organizational Strategy with HR Management • Developing HR Policies Through AI
Task 2	• Job Analysis • Development of Job Description Through AI tools • Advantages of Job Description • Job Evaluation According to the requirement of Company • Job Performance
Task 3	• Use Natural Language Processing (NLP) to automate job descriptions and AI models to predict role-fit. • Understanding AI Tools that can be used for job analysis • Augments inclusive and optimized job descriptions by AI • How to enable AI Automation in your HR Job Analysis System • Resume Analysis through AI • Segregation of Human Resource through AI

DOMAINS AND TASKS

Domain 3: RECRUITMENT & SELECTION PROCESS STRATEGY THROUGH AI	
Task 1	• Introduction of Recruitment and Selection • Recruitment Goals • Recruiting: A Global Perspective • Recruiting Sources
Task 2	• Selection • Benefits of Proper Selection • The Selection Process • Types of Interview
Task 3	• Find the recruitment source through AI Tools • AI-based resume screening • Bias-free candidate shortlisting • AI interview assessment • Video interview analysis by using AI Tools • Gesture Capturing and Analysis through AI • Neuroscience + AI for selection

DOMAINS AND TASKS

Domain 4: SOCIAL ORIENTATION AND DEVELOPMENT THROUGH AI TOOLS	
Task 1	• Introduction to socialization • The Insider-Outsider Passage • The Socialization Process • The Purpose of New-Employee Orientation
Task 2	• Employee Training • Employee Development • Organizational Development • Evaluating Training and Development Effectiveness • International Training and Development Issues
Task 3	• Adaptive learning paths in training • Smart onboarding software • AI-Based learning journeys • AI in LMS for employee development

DOMAINS AND TASKS

Domain 5: PERFORMANCE MANAGEMENT SYSTEM & APPRAISALS SYSTEM THROUGH AI	
Task 1	• Introduction to PMS • Performance Management System • The Appraisal Process • The Appraisal Method • Factors that can Distort Appraisals • Creating More Effective Performance Management Systems • International Performance Appraisal
Task 2	• Real Time PMS through AI and suggest the employee improvement plan • Develop predictive performance metrics of each employee from different set KPIs • Real-time feedback • Unbiased detection in appraisals
Task 3	• How to develop required PMS through AI and compare with recent one • Analytical reports of PMS through AI • Prompt reports during the work hours, is any deviation can be found

DOMAINS AND TASKS

Domain 6: MOTIVATION & REWARD SYSTEM WITH AI	
Task 1	- Introduction to Motivation - Two types of Rewards - Model of Motivation - Foundations of Motivation - Motivation of Content theories
Task 2	- Hierarchy of Needs Theory - Maslow's Hierarchy of Needs - ERG Theory - Two Factor Motivation Theory - Acquired Needs Theory - Reinforcement Perspective on Motivation
Task 3	- Job Design for Motivation - Motivational Ideas for Turbulent Times - Empowering People to Meet Higher Needs - Continuum of Empowerment - Giving Meaning to Work
Task 4	- Predictive analysis for burnout - Customized rewards - Pulse surveys with AI sentiment analysis - AI-driven engagement surveys - Motivation drivers via AI analytics - Employee engagement with AI

DOMAINS AND TASKS

Domain 7: TRAINING AND CAREER DEVELOPMENT WITH AI	
Task 1	• The Concept of Career • What is Career • Job Progressions • Alternative Career Moves
Task 2	• Promotion • Transfer • Relocation Service • Outplacement Service
Task 3	• HR Role in Career Development • Mentoring Functions • Dual Career Partnerships • Traditional Career Stages • Career Choices and Preferences • CISS Orientation and Basic Scales • Combinations of Career Interests and Skills
Task 4	• Career path prediction • Skill gap analysis • intelligent mentoring platforms • Personalized skill growth • AI for up skilling recommendations • Internal talent marketplace

DOMAINS AND TASKS

Domain 8: MANAGING COMPENSATION WITH AI	
Task 1	• Total Compensation • The Reward Management Process • 9 Elements of a Compensation Plan • Pay Systems and the Legal Environment
Task 2	• Predict Attrition Based On Pay Dissatisfaction • AI to detect compensation gaps • Sentiment Analysis • AI Pay Analytics

DOMAINS AND TASKS

Domain 9: HRM POLICIES & PROCEDURE DEVELOPMENT THROUGH AI	
Task 1	• How to develop HR Policies • What are key areas to be considered in order to develop any policy • Elements of HR Policies Development • How AI can help in above development

Domain 10: STRATEGIC HUMAN RESOURCE MANAGEMENT WITH AI	
Task 1	• AI-Driven Workforce Planning & Talent Analytics • Intelligent Talent Acquisition & Employer Branding • AI-Enabled Performance Management & Employee Development • Ethical AI, Governance & Future of Work in HR

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ASSESSMENT OF PROGRAM (ONLINE/PHYSICAL)

The exam paper will be online/physical as per the choice of the candidate, but it is preferable to give the exam online.

- The exam paper will cover the above topics domain-wise.

- The Passing marks will be 70%.

- Internal Marks can be adjusted in the final marks through accredited trainers by obtaining prior permission from our Examination Department of IMRTC.

- Those candidates who are able to give online tests due to online facility. So they are allowed paper-based examinations. Otherwise, the partner must arrange the center for the online exam as per the guidelines of the Examination Department

- Assessment will be done according to the domains and tasks mentioned above through our online methodology

EVALUATION AND GRADING

- The student will be examined through exams conducted by IMRTC LLC USA. Total marks for passing the CERTIFICATION/DIPLOMA will be 70 out of 100.

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CHRAIS ELIGIBILITY REQUIREMENTS

- To be eligible for the Certified Human Resource AI Specialist for any level, the candidates must have a 12th-grade pass or equivalent by having Two-year market experience. The candidate should have to submit the credentials

Educational Background	Certification / Diploma
12 Grade Passed or Equivalent	Must be earned from any partner institute about 3 Credit hours course training

TERMS & CONDITIONS

WITHDRAWAL FROM THE DIPLOMA/CERTIFICATION

Students are not allowed to withdraw from the Diploma. If a student cannot continue the Diploma his/her fee will be forfeited.

CONDUCT AND DISCIPLINE

A disciplinary action, leading to rustication, will be taken against students whose conduct is found objectionable at any time during the course of study. Reference will be made to 3D Educators code of conduct.

EVALUATION AND GRADING

The performance of students is evaluated through continuous observation of a student's performance in the Diploma – class participation, submission of assignments, quizzes and exercises.

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The student will be examined through three hourly exams conducted at the midterm and a final exam at the end of the program. Total marks for passing the Diploma/Certification will be 50%.

Students who do not meet the attendance or any other eligibility criteria will not be allowed to appear in the final examination.

The following grading plan will be applicable for the Diploma:

A	87 - 100
B+	81 -86
B	72 - 80
C+	66 - 71
C	60 - 65
F	below 60

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Students who are unable to appear for the final exam are required to submit a written application stating the reason for not appearing for the exam. 3D Educators reserves the right to approve or deny such applications. If approved, the student will be allowed to sit for the exam within one month. Failure to do so, the student will be resubmit the examination fee and sit the future schedule exam. Without passing of the exams no certification will be awarded.

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ONLINE LIVE CLASSES FACILITY AVAILABLE

- Instructor Led Training
- Real Time Presentations
- Interactive Classes
- Complete Notes and Other Stuff shall be provided through our Secure Student Login Member's Area
- For Online Live Classes, you may please download the Admission Form through our website http://www.3deducators.com. Fill it properly and attached the required document along with Picture and send back to info@3deducators.com with scanned fee submitted voucher in the bank.
- For Pakistan you may submit the fee at any MCB Branch with the title of "3D EDUCATORS-TRAINERS & CONSULTANTS".
- If you are outside Pakistan then you may transfer via Bank to Bank or any western union, Fast Track, Money Gram or else International Transfer Body.
- After Admission, if you don't have GMAIL Account then you are requested to kindly make one GMAIL Account and shared it info@3deducators.com. Then further correspondence shall be made by our institute official.

DISTANCE NOT MATTER

You can join in the live classes Sessions of 3D EDUCATORS – TRAINERS & CONSULTANTS from anywhere of the world.

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PRECAUTIONARY MEASURES

- During Classes, you are requested to make sure that you are in isolated room, where no noise should be there except your voice.

- Kindly Switch Off your Cell Phone during the class, because it will disturb the quorum of class.

- If you have taken the admission in the course online lonely, then ethically it is recommended and suggested that you alone in the class.

- Recording of Lectures are not allowed at your end.

This world is emerging and growing in the 21st Century very rapidly because of latest and remarkable technologies and its advancement. Due to advancement of technology, we 3D EDUCATORS offer Live Interactive class sessions

3D EDUCATORS believe on Information Technology and its systems. Now you can also avail this facility at your home.

CONTACT US

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Get the Admission Form

Download Form ⬇

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