



**SIRIM
STS**

Standards+Training+Consultancy

**SHAH
ALAM
SELANGOR**



TALENT DEVELOPMENT AND SUCCESSION PROGRAM

HR Talent Management and Career Development Program Best Practices

PROGRAM HIGHLIGHT

This program provides participants with the framework of job function design, talent recruitment, competency qualification, talent development and succession program. Talent management serves both employer and employees interest in the long run as part of organisation advancement and career development management.

Who Should Attend This Training?

This responsibility is not exclusively for the human resource management team human resource management team, it includes all positions with subordinates reporting to them. Participants may include managers, engineers, executives, foreman, supervisors, leaders, etc.

OBJECTIVES

- To provide concepts of Job Specification, Job Competency & Performance Matrix, Talent Advancement through Horizontal and Vertical Multi-skilling
- To provide concepts of Internal and External Promotion Impact
- To provide concepts of Career Development
- Expected outcomes - Participants will be able to accurately apply best practices in managing talent and career development for fulfilment of organisation need for high performance.

OUTLINE

- Module 1: Talent Specification
- Module 2: Talent Recruitment
- Module 3: Basic and Advance Competency Development Processes
- Module 4: Basic and Advance Performance Achievement Processes
- Module 5: Competency and Performance Inventory
- Module 6: Talent Development (Horizontal Multiskilling)
- Module 7: Succession Program (Vertical Multiskilling)
- Module 8: Succession Program Training Requirements
- Module 9: Talent Promotion - Equal Opportunity

PROGRAM OVERVIEW

Talented human resource, or people, is fundamentally the most essential and critical factor to the success of organisation. Well managed talent development and succession program will create win-win situation between employer and employee, resulting in highly motivated, committed and stable manpower besides a sustained good workplace culture and performance.

www.sirimsts.my

REGISTRATION

(03) 5544 6327
(03) 5544 6764

masrina@sirim.my
norizan@sirim.my

FEES



RM1500/ PAX

**excluding 6% SST*

(Discount: 3 or 4 pax - 5% /
5 pax and above - 10%)

MANAGEMENT AND SOFT SKILLS TRAINING TALENT DEVELOPMENT AND SUCCESSION PLANNING

24-25 February 2020 21-22 September 2020

Shah Alam, Selangor

REGISTRATION FORM

Contact Person			
Company Name			
Company Registration No.			
Address			
E-mail			
Contact No.	HP:	Office:	Fax:

Please tick for organisation type:

Local company	Individual	SME	MNC
Organisation/ Association	Company registered under state agency	Government	Others (organisation / societies / international)
GLC	Foreign company	Koperasi	Professional & technical services

Please tick to indicate the nature of your business :

Aerospace	Agricultural	Automotive	Building/Construction	Chemical	Communication
Defence	Distribution	Education and Industrial Training Services	Electrical and Electronics	Environment	Financial/Banking
Food and Beverages	Green Technology	Health Related & Social Services	Tourism & Related Travel	Information Technology	Machinery and Equipment
Medical Devices	Nuclear Fuel Industry	Oil and Gas	Plastics and Rubber Products	Pharmaceuticals	Power Plant Industry
Publishing/Broadcast	Research and Development	Shipbuilding	Textile/Clothing	Timber And Wood	Transport
Water Supply Industry	Others (Please specify):				

PARTICIPANT

No.	Name	Position	Email	Mobile No.
1.				
2.				
3.				
4.				
5.				

Signature :

Date :

Disclaimer: SIRIM STS SDN BHD is committed in ensuring the confidentiality, protection, security and accuracy of personal information made available to SIRIM Group in accordance with the Personal Data Protection Act 2010. It is your obligation to ensure that all personal information submitted and retained is accurate, not misleading, updated and complete in all aspects. SIRIM Group or its authorized officers shall not be responsible for any personal information submitted by SIRIM Group Staff that is inaccurate, misleading, incomplete or not updated.

Contact us :

(03) 5544 6327 (Masrina)
masrina@sirim.my

(03) 5544 6764 (Norizan)
norizan@sirim.my

Official Organisation
Stamp :

