



**EuroMaTech**

Training Seminars & Conferences

An Intensive 5-Day Training Seminar On

# Talent Retention Through Remuneration and Training

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## Managing Pay Scales, Promotions and Provision of Training

06 - 10 Oct 2019, Dubai

29 Mar - 02 Apr 2020, Dubai

04 - 08 Oct 2020, Dubai



 [View Details](#)

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Certified Company

# Talent Retention Through Remuneration and Training

## Managing Pay Scales, Promotions and Provision of Training

### INTRODUCTION

Retention is an important issue in organizations, regardless of whether the economy is declining or booming across all industries and countries. The challenge to retain key talents in order to sustain a competitive advantage preoccupies the minds of many business leaders. Today's key employees have many employment options. One question that arises in this context is: how can remuneration and training foster employee commitment? Research reveals that, even though pay and benefits count, one cannot depend on money alone to retain talented employees. Among other things, key motivators include an opportunity to learn and grow and recognition of achievement.

This EuroMaTech training course will cover various areas such as pay and benefits, but also key motivators, which go beyond money such as training, promotion and transfers. However, sometimes parting from employees is unavoidable. Therefore, this training course also offers advice and guidance on how to manage dismissals fairly and effectively.

#### Key areas covered include:

- The challenge of retaining key talent
- Reward Management
- Designing a pay structure
- Managing promotions
- Managing transfers
- Managing retirement
- Managing disciplining
- Managing dismissals
- Capture the causes of attrition through exit interviews
- How to foster employee commitment?
- Training and Training Needs Analysis

### TRAINING METHODOLOGY

Dynamic presentations supporting each of the topics together with interactive trainer lead sessions of discussion. There will also be practical sessions where participants have the opportunity to practice and experience related activities. Case studies, videos, small group work, exercises and feedback will be used to facilitate learning.

### WHO SHOULD ATTEND?

- HR practitioners working with the retention of key employees
- Senior Human Resource staff who wish a future HR management position
- Existing HR professionals who wish to gain a valuable qualification
- All staff who work in Human Resources, Personnel or related areas and personnel new to HR or interested in a career in HR
- Line managers would also benefit from an understanding of the topic and those who manage, supervise or have an organizational interest in HR and want to examine modern practices

### PROGRAMME OBJECTIVES

- Understand the key aspects of talent retention
- More effectively manage Reward systems
- More effectively design a pay structure
- Describe the issues to consider when making promotion decisions
- Describe the methods for enhancing diversity through career management
- Answer the question: How can career development foster employee commitment?
- More effectively manage promotions, transfers, retirement, disciplining and dismissal
- Understand the key aspects of training
- Have a good understanding how to accurately identify immediate or long term training and development needs

### PROGRAMME SUMMARY

This EuroMaTech training course is designed to provide the essential skills and knowledge related to Talent Retention through remuneration and training. This training course will allow participants to explore a broad overview of the topic. From the initial introduction, we will explore various issues in sufficient detail to allow participants to consider the implementation of new modern approaches into their organizations and weigh up the potential benefits and advantages of each approach.



*This activity has been pre-approved by the Human Resources Certification Institute (HRCI). Participants attending this training session are entitled to receive:*  
**25 General Recertification Credit Hours**

The use of this seal is not an endorsement by the HR Certification Institute of the quality of the program. It means that this program has met the HR Certification Institute's criteria to be pre-approved for recertification credit.

# PROGRAM OUTLINE

## DAY 01

### The Challenge of Retaining Key Employees

- Identifying and spotting talent potential
- The challenge of retaining key employees
- How to win the war for talent?
- Retention methods and models
- Case study: Retaining technical staff in a competitive market

## DAY 02

### Reward Management and Designing a Pay Structure

- Reward strategies that are not just based on pay
- How to design and create a benefits and incentives plan
- The psychology of workplace motivation and incentives
- Linking pay to performance and personal improvement
- Building a competency matrix based on real-life performance

## DAY 03

### Managing Promotions, Transfers, Retirement and Dismissals

- Employee's manager's and employer's career development roles
- Issues to consider when making promotion decisions
- Transfer, retirement, disciplining and dismissal
- Examples of flexible employment and succession planning
- How to foster employee commitment?
- Competency based evaluations

## DAY 04

### Training as a Tool for Retention and Development

- What is training and why is it important?
- Design a training session - examples and case-studies
- Effective learning objectives and planning
- Types of learning / training methods
- Building a coaching, feedback and work-based appraisal system
- Facilitate the training and other forms of learning

## DAY 05

### Assessment of Training Needs

- How to identify that you have a need?
- What should a training needs analysis cover?
- Identification of needs at the individual, occupation and organisational level
- Residual, present and future needs in a changing world
- Case study: Performing a training needs analysis

## IN-HOUSE TRAINING

EuroMaTech is capable of conducting this training programme exclusively for your delegates. Please e-mail us on [inhouse@euromatech.ae](mailto:inhouse@euromatech.ae) for further information and/or to receive a comprehensive proposal.



Employee Assistance Certification Commission (EACC), an autonomous credentialing body established by EAPA to maintain and administer all aspects of the CEAP® program, has approved this course for 25 professional Development Hours (PDHs).

The use of this logo is not an endorsement by EAPA of the quality of the course. It means that this course has met the EAPA's criteria to be pre-approved for CEAP® certification or recertification PDHs.

## QUALITY CERTIFICATIONS & ACCREDITATIONS

EuroMaTech is proud to be associated with the following accreditation bodies:



The PMI® Registered Education Provider logo is a registered mark of the Project Management Institute, Inc.

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✓	Date	Venue	Fee(\$)
	06 - 10 Oct 2019	Dubai	US\$4,950
	29 Mar - 02 Apr 2020	Dubai	US\$4,950
	04 - 08 Oct 2020	Dubai	US\$4,950

*This fee is inclusive of instruction materials, documentation, lunch, coffee/tea breaks & snack. All Fees are subject to 5% Value Added Tax (VAT).\**

### Your Details

Name (Mr/Ms):.....  
Position:..... Organisation:.....  
Address:.....  
.....  
City / Country: .....  
Telephone / Fax: .....

### Mode Of Payment

- Please find enclosed a cheque made payable to EuroMaTech  
 Please invoice me  
 Please invoice my company as follows:

Contact Name: .....  
Company Name: .....  
Address:.....

#### Documentation

High Quality material has been prepared by the Seminar Leader for distribution to delegates. In addition, a special note pad to facilitate note taking will be provided.

#### Certificates

A Certificate of Completion will be issued to those who attend & successfully complete the programme.

#### Schedule

Our Course timings commences at 08:30 and concludes at 14:00, followed by lunch on a daily basis.

#### Hotel Accommodation

EuroMaTech has negotiated special rates for a limited number of rooms in the hotel. Early registration will help to secure a room at the reduced rate.

#### Registration & Payment

Please complete the registration form on this page & return it to us indicating your preferred mode of payment. For Further Information, Contact Your Nearest EuroMaTech Office.

#### Cancellation Policy

Request for seminar cancellation must be made in writing & received at EuroMaTech three weeks prior to the seminar date. A U.S.\$250/- processing fee will be charged per delegate for each cancellation. Thereafter, we regret that we are unable to refund any fees due, although in such cases we would be happy to welcome a colleague who would substitute for you.

#### Disclaimer

EuroMaTech reserves the right to alter the content, location of the Seminar, or the identity of the speakers in case of events beyond our control.

**\*VAT Announcement:** The Government of UAE have introduced Value Added Tax (VAT) on goods and services from 01-January-2018. In compliance with the legislation issued by the UAE Government, we will be applying a 5% VAT on the fees for all our programs and services offered from January 2018 as applicable and stipulated in the FTA circulars.

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