

aractech

Global Learning for Operational Leaders



HUMAN RESOURCES AND TRAINING | HRT-039

Certified HR Assessor

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Course content

Why Attend

Accurate assessment of employees and candidates is essential for effective hiring, development, and performance management. Organizations that rely on unstructured or subjective evaluation methods often face inconsistent decisions, bias, and reduced workforce effectiveness.

A Certified HR Assessor plays a critical role in ensuring that assessments are fair, structured, and aligned with organizational competencies and job requirements.

Course Methodology

- Real-world assessment center case studies
- Role-play and simulation exercises
- Structured evaluation practice sessions
- Competency-based assessment workshops
- Practical tools, scorecards, and templates

Course Objectives

- Understand the principles of HR assessment and evaluation
- Design and apply competency-based assessment tools
- Conduct structured interviews and evaluations
- Assess candidates and employees objectively and consistently
- Reduce bias in HR decision-making processes
- Use assessment data to support HR decisions

Target Audience

- This course is suitable for:
- HR Professionals and HR Managers
- Talent Acquisition Specialists

Course outline

Detailed course outline

Day-by-day outline for Certified HR Assessor.

Day 1 - Foundations of HR Assessment

- Introduction to HR assessment principles
- Role of assessment in HR decision-making
- Types of assessments (recruitment, performance, development)
- Competency frameworks and their role in evaluation
- Ethical considerations in assessment
- Overview of assessment tools and methods

Day 2 - Competency-Based Assessment Design

- Defining competencies and behavioral indicators
- Designing assessment criteria and scorecards
- Linking competencies to job roles
- Building structured evaluation frameworks
- Ensuring validity and reliability in assessment
- Practical exercise: designing assessment tools

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Day 3 - Interviewing and Behavioral Assessment

- Structured and competency-based interviewing techniques
- Behavioral event interviewing (BEI) approach
- Question design and scoring methods
- Observing and evaluating candidate behavior
- Avoiding bias in interviews
- Role-play: structured interview simulation

Day 4 - Assessment Centers and Evaluation Techniques

- Introduction to assessment centers
- Group exercises and simulation activities
- Role-play and case-based evaluation methods
- Scoring participants objectively
- Collecting and analyzing assessment data
- Practical exercise: assessment center simulation

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Day 5 - Reporting, Feedback and Decision-Making

- Interpreting assessment results
- Writing clear and structured assessment reports
- Providing constructive feedback to candidates/employees
- Making data-driven HR decisions
- Improving assessment processes over time
- Final case study and assessment exercise

Seminar dates

Available seminar dates

Live dates and pricing for Certified HR Assessor generated from the course details page.

Date	Location	Format	Fee
4 - 8 May 2026	Barcelona	Classroom	€2,975
15 - 19 June 2026	Amsterdam	Classroom	€2,940
20 - 24 July 2026	London	Classroom	€2,940
3 - 7 August 2026	Munich	Classroom	€2,415
7 - 11 September 2026	Kuala Lumpur	Classroom	€1,575
12 - 16 October 2026	Amsterdam	Classroom	€2,975
9 - 13 November 2026	London	Classroom	€2,940

Live online option

Online delivery is available at €1,250.