

# aractech

Global Learning for Operational Leaders



HUMAN RESOURCES AND TRAINING | HRT-044

## Certified Talent Acquisition Professional

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# Course content

## Why Attend

Talent acquisition is a strategic function that helps organizations attract, select, and retain the right people to achieve business success. This course provides participants with practical tools and modern recruitment strategies to build strong talent pipelines, improve hiring quality, enhance candidate experience, and support workforce growth.

## Course Methodology

- This course uses an interactive and practical approach through presentations, case studies, group discussions, recruitment simulations, interview practice, sourcing exercises, and real workplace examples.

## Course Objectives

- Understand modern talent acquisition strategies
- Build effective recruitment and sourcing plans
- Improve candidate attraction and employer branding
- Conduct professional screening and interviewing
- Enhance hiring quality and speed
- Develop talent pipelines for future needs

## Target Audience

- Recruitment Professionals
- Talent Acquisition Specialists
- HR Professionals
- HR Managers



# Course outline

## Detailed course outline

Day-by-day outline for Certified Talent Acquisition Professional.

### Day 1 - Introduction to Talent Acquisition

- Role of talent acquisition in business success
- Recruitment vs talent acquisition concepts
- Current hiring market trends
- Workforce planning and hiring needs
- Building talent acquisition strategies
- Common recruitment challenges and solutions

### Day 2 - Sourcing and Candidate Attraction

- Creating sourcing strategies
- Job advertising best practices
- Social media recruitment methods
- Building employer brand awareness
- Talent pipeline development
- Engaging passive candidates



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### Day 3 - Screening, Interviewing and Selection

- CV screening techniques
- Pre-employment assessments
- Structured interviewing methods
- Behavioral interview questions
- Candidate evaluation and scoring
- Fair and consistent selection decisions

### Day 4 - Offer Management and Candidate Experience

- Preparing competitive job offers
- Negotiation techniques with candidates
- Managing offer acceptance process
- Improving candidate communication
- Building positive candidate experience
- Reducing offer rejection rates



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### Day 5 - Metrics and Strategic Recruitment Success

- Key recruitment KPIs
- Time to hire and cost per hire analysis
- Quality of hire measurement
- Continuous improvement in recruitment
- Future trends in talent acquisition
- Final workshop: Build a talent acquisition plan

# Seminar dates

## Available seminar dates

Live dates and pricing for Certified Talent Acquisition Professional generated from the course details page.

Date	Location	Format	Fee
8 - 12 June 2026	Kuala Lumpur	Classroom	€1,575
6 - 10 July 2026	London	Classroom	€2,940
10 - 14 August 2026	Barcelona	Classroom	€2,975
31 August - 4 September 2026	Munich	Classroom	€2,975
14 - 18 September 2026	London	Classroom	€2,975
5 - 9 October 2026	Amsterdam	Classroom	€2,975
16 - 20 November 2026	Paris	Classroom	€3,150

### Live online option

Online delivery is available at €1,250.