

AI ENABLED ADVANCED DIPLOMA IN HR MANAGEMENT

*Future-Ready HR Leadership
Powered by AI*



AI-INTEGRATED
CURRICULUM



DATA-DRIVEN
HR DECISIONS



STRATEGIC HR
LEADERSHIP



PRACTICAL &
INDUSTRY RELEVANT



FOCUS ON
FUTURE OF WORK

ABOUT TRACEZ



Tracez Training & Consultancy Services, established in **2009**, is a professional training and consulting organization dedicated to enhancing human capabilities across industries in India and the Middle East.



The company specializes in delivering customized training, competency development, assessment, and certification solutions designed to meet evolving industry demands.



With a strong presence in Muscat, Dubai (UAE), and India, Tracez works with organizations globally, supporting workforce development through structured learning, practical training, and internationally aligned standards.



MUSCAT



DUBAI



INDIA

ACCREDITATIONS AND APPROVALS



OUR EXPERTISE

Tracez is recognized as a pioneer in competency-based training and assessment, particularly in sectors such as Oil & Gas, engineering, and industrial operations. The organization brings together a team of experienced trainers, consultants, technical writers, and competency assessors with extensive industry backgrounds.



Technical Training
(Oil & Gas, Engineering,
Industrial Operations)



Leadership &
Management Development



Health, Safety &
Environment (HSE) Training



Competency Identification,
Development & Certification



HR and Learning &
Development Solutions



Employability
Enhancement Programs



Technical Documentation &
Training Materials



E-learning and
Digital Learning Solutions

ABOUT THE PROGRAM

The AI-Enabled Advanced Diploma in HR Management is a future-focused program designed to develop strong HR expertise integrated with modern digital and AI-driven capabilities.

The program combines core human resource principles with emerging technologies to prepare professionals for the evolving workplace. Learners gain practical exposure to talent management, employee engagement, HR analytics, compliance, workforce planning, and strategic decision-making.

With an application-oriented learning approach, the program equips participants to leverage AI tools, data-driven insights, and digital HR systems to drive organizational effectiveness and business growth.

Designed for aspiring and working HR professionals, the program builds the strategic, analytical, and leadership capabilities required to succeed in today's rapidly transforming business environment.



PROGRAM HIGHLIGHTS



AI-INTEGRATED CURRICULUM

Learn cutting-edge AI tools and digital HR solutions.



HR ANALYTICS & AUTOMATION

Make data-driven decisions and improve HR effectiveness.



INDUSTRY-RELEVANT LEARNING

Practical knowledge aligned with current industry needs.



STRATEGIC HR LEADERSHIP

Build leadership skills to drive people and business success.



FOCUS ON FUTURE OF WORK

Prepare for the future workplace powered by AI and innovation.



PRACTICAL CASE STUDIES

Apply concepts through real-world scenarios and industry cases.

PROGRAM MODULES

Comprehensive Curriculum Designed
for the **Future of HR**



01



Fundamentals of HR Management

Core HR concepts, organizational structure, and HR strategy.

02



Workforce Planning & Job Design

Demand forecasting, role structuring, and succession planning.

03



Talent Acquisition & Selection

Modern recruitment, AI hiring tools, and competency-based selection.

04



Learning & Development

Training design, leadership development, and digital learning systems.

05



Performance Management Systems

KPIs, feedback systems, coaching, and performance analytics.

06



Compensation & Benefits

Payroll, rewards, compensation structures, and benchmarking.

07



Employee Relations & Engagement

Conflict resolution, culture building, and engagement strategies.

08



Labour Laws & Compliance

Indian labour codes, compliance systems, and statutory frameworks.

09



HR Operations & HR Analytics

HRMS platforms, dashboards, metrics, and predictive HR analytics.

10



Digital HR, AI & Future of Work

Automation, AI tools, remote work, and workforce transformation.

11



Strategic HR & Change Management

OD interventions, transformation strategy, and organizational agility.

KEY LEARNING AREAS



AI-Driven HR



HR Analytics



Leadership Skills



Compliance



Strategic Workforce Planning



Digital HR Systems

PROGRAM DESIGN

A Comprehensive, Future-Focused Curriculum to Build HR Expertise and Drive Organizational Success.



- 01**  **Fundamentals of HR Management** | Builds a strong conceptual foundation by introducing core HR principles, functions, and their strategic relevance in organizations.
- 02**  **Workforce Planning & Job Design** | Equips learners to align human resources with business needs through effective planning, job structuring, and succession strategies.
- 03**  **Talent Acquisition (Recruitment & Selection)** | Focuses on attracting, assessing, and hiring the right talent using modern, competency-based, and AI-driven approaches.
- 04**  **Learning & Development** | Develops the capability to design, deliver, and evaluate impactful training programs that enhance employee skills and leadership potential.
- 05**  **Performance Management Systems** | Enables participants to drive productivity through structured goal setting, continuous feedback, and performance improvement strategies.
- 06**  **Compensation & Benefits** | Provides insights into designing competitive pay structures and reward systems to attract, motivate, and retain talent.
- 07**  **Employee Relations & Engagement** | Strengthens the ability to build a positive workplace culture through effective communication, conflict resolution, and engagement practices.
- 08**  **Labour Laws & Statutory Compliance** | Offers practical knowledge of Indian labour codes and compliance requirements to ensure legal adherence and organizational integrity.
- 09**  **HR Operations & HR Analytics** | Enhances efficiency by integrating HR systems, documentation, and data-driven decision-making through analytics and metrics.
- 10**  **Digital HR, AI & Future of Work** | Prepares HR professionals to leverage technology, automation, and emerging workforce trends for future-ready practices.
- 11**  **Strategic HR, Change Management and OD Interventions** | Empowers HR to act as a strategic partner by leading organizational transformation, managing change, and driving long-term effectiveness.



From Fundamentals to Future-Ready:
A Complete Journey to Strategic HR Leadership.



LEARNING OUTCOMES

Skills, Capabilities & Strategic Competencies
You Will Gain Through This Program



Outcome-driven learning designed to
build future-ready HR professionals.



MODULE

01



Fundamentals of HR Management

- Upon completion of this module, participants will develop a strong conceptual understanding of Human Resource Management and its evolving role in modern organizations.
- They will be able to explain core HR functions and align them with business strategy.
- The module will enable learners to interpret HR policies and organizational structures effectively.
- Participants will also recognize how digital transformation and AI are reaping foundational HR practices.
- This knowledge forms the base for strategic and technology-enabled HR decision-making.

MODULE

02



Workforce Planning & Job Design

- By the end of this module, learners will be equipped to forecast workforce requirements using systematic demand and supply analysis.
- They will gain the ability to design roles through job analysis, descriptions, and specifications aligned with business goals.
- Participants will understand modern job design techniques and their impact on productivity and engagement.
- The module also introduces AI-supported workforce planning tools for predictive insights.
- Learners will be capable of linking human capital planning with organizational growth strategies.

MODULE

03



Talent Acquisition (Recruitment & Selection)

- On completing this module, participants will be able to design and implement effective recruitment and selection strategies.
- They will develop skills in competency-based hiring and structured assessment methods.
- The module enhances their understanding of employer branding and candidate experience in a competitive talent market.
- Learners will explore AI-driven recruitment tools such as resume screening and predictive hiring analytics.
- This enables them to make faster, unbiased, and data-informed hiring decisions.

MODULE

04



Learning & Development

- After finishing this module, learners will be capable of identifying training needs and designing impactful learning interventions.
- They will understand various training methods and adult learning principles for effective knowledge transfer.
- The module equips participants to evaluate training outcomes using structured models and metrics.
- AI-enabled learning platforms and personalized learning paths will also be introduced.
- Participants will be able to create continuous learning ecosystems within organizations.



LEARNING OUTCOMES

Skills, Capabilities & Strategic Competencies You Will Gain Through This Program



Outcome-driven learning designed to build future-ready HR professionals.



MODULE

05



Performance Management Systems

- At the conclusion of this module, participants will gain the ability to design and manage effective performance management systems.
- They will learn to set measurable goals using KPIs, KRAs, and OKRs aligned with business objectives.
- The module enhances skills in providing continuous feedback, coaching, and managing underperformance.
- Learners will explore AI-driven performance analytics and real-time feedback tools.
- This enables a shift from traditional appraisal to agile and data-driven performance management.

MODULE

06



Compensation & Benefits

- Upon successful completion of this module, learners will understand the design of competitive compensation structures and reward systems.
- They will be able to balance internal equity and external competitiveness in pay strategies.
- The module develops their capability to manage incentives, benefits, and payroll processes effectively.
- Participants will also gain exposure to AI-supported compensation benchmarking and payroll automation tools.
- This ensures accuracy, transparency, and strategic alignment in reward management.

MODULE

07



Employee Relations & Engagement

- By the end of this module, participants will be able to foster a positive and engaging workplace culture.
- They will develop skills in communication, grievance handling, and conflict resolution.
- The module strengthens their ability to design employee engagement strategies that enhance motivation and retention.
- Learners will also explore AI tools for sentiment analysis and employee feedback.
- This enables proactive and data-driven employee relationship management.

MODULE

08



Labour Laws & Statutory Compliance

- On completion of this module, learners will gain comprehensive knowledge of key labour laws and statutory compliance in India.
- They will understand the application of the four Labour Codes and related legal requirements.
- The module equips participants to manage compliance documentation, audits, and inspections effectively.
- Digital compliance systems and AI-enabled tracking tools will also be introduced.
- This ensures legal adherence while minimizing organizational risk.



LEARNING OUTCOMES

Skills, Capabilities & Strategic Competencies
You Will Gain Through This Program



Outcome-driven learning designed to
build future-ready HR professionals.



MODULE

09



HR Operations & HR Analytics

- After completing this module, participants will be able to manage HR operations efficiently using modern HRMS platforms.
- They will develop the ability to track and interpret HR metrics such as attrition, productivity, and absenteeism.
- The module enhances their analytical skills through the use of dashboards and data visualization tools.
- Learners will also explore AI-driven HR analytics for predictive decision-making.
- This empowers them to transform HR into a data-centric function.

MODULE

10



Digital HR, AI & Future of Work

- By the end of this module, learners will gain a deep understanding of how AI and digital technologies are transforming HR functions.
- They will explore automation, remote work models, and the gig economy.
- The module prepares participants to leverage AI tools for recruitment, engagement, and workforce analytics.
- They will also develop insights into emerging trends and future workforce capabilities.
- This enables them to become future-ready HR professionals in a rapidly evolving landscape.

MODULE

11



Strategic HR, Change Management and OD Interventions

- At the end of this module, participants will be equipped to position HR as a strategic partner in organizational success.
- They will develop the ability to lead change initiatives and manage transformation effectively.
- The module enhances their understanding of organizational development interventions and long-term effectiveness.
- Learners will also explore how AI-driven insights can support strategic decision-making and change management.
- This empowers them to drive innovation, agility, and sustainable growth within organizations.



Future-Ready Skills
Stay ahead with industry-relevant competencies.



Practical Learning
Real-world case studies, tools & applications.



Strategic Impact
Drive performance, engagement & business growth.



AI-Powered Insights
Leverage technology for smarter HR decisions.



TRACEZ

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limited seats.

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fresh graduates and
junior executives.



AI ENABLED ADVANCED DIPLOMA IN HR MANAGEMENT

INTERNATIONAL CERTIFICATION
FROM CPD - UK



Global Recognition

International certification from CPD - UK



Industry Relevant

Curriculum designed for today's HR professionals



AI-Powered Learning

Leverage the latest AI tools and technologies



Career Growth

Future-ready skills for leadership and advancement



Practical & Applied

Case studies, projects and real world applications

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