Garnet
Garnet Global Training Center

GGT-HR-111

Human Resources

Job Evaluation & Grading

تقييم الوظائف وتصنيف الدرجات

Duration	Language	Formats	Hours	Level
5 or 10 days	**English or Arabic**	**Classroom, online, in-house**	**35 / 70**	**Intermediate (practitioner)**

Overview

Participants in Job Evaluation & Grading practise the methods, tools and standards they need to perform reliably and solve problems on the job. Build the people systems that attract, grow and keep the talent an organisation depends on. Choose 5 or 10 days, classroom or live online, English or Arabic; organisations can also run it in-house and adapt the examples to their own work.

What you will be able to do

- Apply the methods and standards of Job Evaluation & Grading to real tasks.
- Follow safe, compliant and documented work practices.
- Avoid the mistakes that most often cause rework or failure.
- Share good practice with your team.
- Use the right tools, checks and calculations step by step.

Who should attend

HR managers and business partners, recruiters, L&D and reward specialists. Practitioners with one to five years of experience benefit most.

Key topics

- HR strategy aligned to business goals
- Competency frameworks
- Labour law essentials in the region
- Metrics and HR analytics
- Engagement and retention
- Policy and process design

Formats and fees

5-day classroom	**USD 4,750**
5-day online	**USD 2,950**
10-day classroom	**USD 8,950**
10-day online	**USD 5,450**
In-house	**Quotation per group**

Fees per participant, excluding VAT.

Register or ask

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Email: info@garnettrainings.com

Training: training@garnettrainings.com

Web: garnettrainings.com

Sharjah Publishing City Free Zone, Sharjah, UAE

Certificate

Participants who attend at least 90% of sessions and complete the final assessment receive a certificate of completion stating 35 contact hours (5-day) or 70 contact hours (10-day).

5-day outline

Day 1 Job Evaluation & Grading: principles and standards

- HR strategy aligned to business goals
- Measurement and reporting

Day 2 Methods and tools in practice

- Competency frameworks
- Labour law essentials in the region

Day 3 Diagnosis and problem solving

- Metrics and HR analytics
- Hands-on workshop on a workplace challenge

Day 4 Quality, safety and documentation

- Engagement and retention
- Common mistakes and how to avoid them

Day 5 Workshop, assessment and action plan

- Policy and process design
- Regional and international case studies

10-day outline

Day 1 Job Evaluation & Grading: principles and standards

- HR strategy aligned to business goals
- Measurement and reporting

Day 2 Methods and tools in practice

- Competency frameworks
- Labour law essentials in the region

Day 3 Diagnosis and problem solving

- Metrics and HR analytics
- Hands-on workshop on a workplace challenge

Day 4 Quality, safety and documentation

- Engagement and retention
- Common mistakes and how to avoid them

Day 5 Workshop, assessment and action plan

- Policy and process design
- Regional and international case studies

Day 6 Advanced techniques and specialist practice

- Complex cases in depth
- Checklists and templates to take away

Day 7 Digital tools, data and automation

- Analysis tools and software
- Using AI in this field

Day 8 Benchmarking against international practice

- Global performance benchmarks
- Group discussion and peer review

Day 9 Capstone project

- Analyse a real challenge from your organisation
- Build the solution and implementation plan

Day 10 Presentations, final assessment and certificates

- Project presentations and review
- Final exam and certificate award

Schedule 2027–2030

Dates	Format	City	Language	Fee (USD)
18–22 Jan 2027	5-day online	Live online	English	2,950
20 Jun – 1 Jul 2027	10-day classroom	Riyadh	English	8,950
12–16 Sep 2027	5-day classroom	Kuwait City	English	4,750
21–25 Nov 2027	5-day classroom	Doha	English	4,750
17–28 Apr 2028	10-day classroom	Istanbul	English	8,950
1–12 May 2028	10-day online	Live online	English	5,450
17–21 Sep 2028	5-day classroom	Cairo	Arabic	4,750
9–13 Oct 2028	5-day classroom	Kuala Lumpur	English	4,750
16–27 Apr 2029	10-day classroom	Barcelona	English	8,950

Dates	Format	City	Language	Fee (USD)
18–22 Jun 2029	5-day online	Live online	Arabic	2,950
16–20 Jul 2029	5-day classroom	London	English	4,750
20–24 Aug 2029	5-day classroom	Paris	English	4,750
3–7 Feb 2030	5-day classroom	Doha	English	4,750
3–14 Jun 2030	10-day online	Live online	Arabic	5,450
15–26 Jul 2030	10-day classroom	Istanbul	English	8,950
21–25 Oct 2030	5-day classroom	Abu Dhabi	Arabic	4,750

Customised and in-house versions of this course are available on request. garnettrainings.com/en/customise/