



# **Strategic HR Management: Optimize Workforce through Planning and Audit**

01 - 05 Sep 2025  
Tokyo



# Strategic HR Management: Optimize Workforce through Planning and Audit

**Ref.:** 36103\_243222 **Date:** 01 - 05 Sep 2025 **Location:** Tokyo **Fees:** 5500 **Euro**

## Human Resource Planning and Audit

### Overview:

This comprehensive and interactive course, "Human Resource Planning and Audit," delves into strategic human resource planning, ensuring you gain the skills needed to optimize your organization's workforce. Covering essential topics such as HR audit, manpower planning, ROI in HR planning, and succession planning, this course equips HR professionals with the tools to align HR strategies with corporate goals. Through case studies and interactive sessions, you'll learn to assess competencies, structures, and functional roles within your HR department. Whether you're a seasoned HR manager or just beginning your HR journey, this course will empower you to make informed decisions, driving your organization's success through effective human resource planning and audit.

### Target Audience:

- HR professionals, managers, and executives seeking to enhance their strategic HR planning and audit skills.
- Individuals aiming to bridge skill gaps and advance their careers in the HR field.
- Participants looking to align HR practices with organizational objectives.

### Targeted Organizational Departments:

- HR departments and HR teams responsible for talent management.
- Executive leadership involved in workforce optimization and strategic planning.

### Targeted Industries:

- Businesses across diverse industries aiming to elevate their HR practices.
- Organizations facing evolving regulatory requirements and competitive landscapes.

### Course Offerings:

By the end of this course, participants will be able to:



- Understand strategic HR planning and its importance in organizational success.
- Conduct an HR audit and assess competencies, structures, and strategies.
- Align HR practices with corporate mission and vision statements.
- Strategically plan for workforce development and succession.
- Apply ROI metrics to measure the effectiveness of HR planning initiatives.

## **Training Methodology:**

Through a mix of lectures, case studies, group work, interactive sessions, and feedback discussions, participants will gain practical insights and hands-on experience, making the learning process engaging and effective.

## **Course Toolbox:**

Participants will receive:

- Comprehensive workbooks on HR planning and audit.
- HR audit checklists and templates for assessment.
- Reading materials and online resources for further learning and reference.

## **Course Agenda:**

### **Day 1: The Great Human Resource Turnaround**

- Topic 1: Understanding Human Resource Planning and Audit
- Topic 2: The Role of Strategic HR Planning in Business Success
- Topic 3: ROI in Human Resource Planning
- Reflection & Review: Consolidating Day 1 Learnings

### **Day 2: Basics of Human Resource Planning**

- Topic 4: Defining Corporate Mission and Vision Statements
- Topic 5: Key Components of Strategic Human Resource Planning
- Topic 6: Identifying HR Planning Challenges
- Reflection & Review: Recapitulating Day 2 Insights



### **Day 3: Strategic Manpower Planning**

- Topic 7: Analyzing Strategic Planning in Core HR Areas
- Topic 8: Forecasting Future HR Needs
- Topic 9: Strategies for Attracting and Retaining Talent
- Reflection & Review: Assessing Day 3's Core Concepts

### **Day 4: Strategic Succession Planning**

- Topic 10: Succession Planning Principles and Best Practices
- Topic 11: Talent Development and Training Initiatives
- Topic 12: Mitigating Succession Risks
- Reflection & Review: Reflecting on Day 4's Succession Insights

### **Day 5: Human Resource Audit**

- Topic 13: Introduction to HR Audit and Its Importance
- Topic 14: Conducting a Comprehensive HR Audit
- Topic 15: Writing an Effective HR Audit Report
- Reflection & Review: Reviewing Key Takeaways from the Course

### **How This Course is Different from Other HR Management Courses:**

Unlike standard HR management courses, "Human Resource Planning and Audit" goes beyond theoretical concepts to equip participants with practical tools, case studies, and an in-depth understanding of strategic HR planning and audit. Through engaging sessions, participants will develop valuable skills that align HR practices with their organization's overarching objectives, driving sustainable success.

# WHO WE ARE

Agile Leaders is a renowned training center with a team of experienced experts in vocational training and development. With 20 years of industry experience, we are committed to helping executives and managers replace traditional practices with more effective and agile approaches.

## OUR VISION

We aspire to be the top choice training provider for organizations seeking to embrace agile business practices. As we progress towards our vision, our focus becomes increasingly customer-centric and agile.

## OUR MISSION

We are dedicated to developing value-adding, customer-centric agile training courses that deliver a clear return on investment. Guided by our core agile values, we ensure our training is actionable and impactful.

## WHAT DO WE OFFER

At Agile Leaders, we offer agile, bite-sized training courses that provide a real-life return on investment. Our courses focus on enhancing knowledge, improving skills, and changing attitudes. We achieve this through engaging and interactive training techniques, including Q&As, live discussions, games, and puzzles.



**AGILE LEADERS**  
Training Center

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## Gamified and Interactive Training

We understand that training delivery can be challenging, both online and offline. To ensure engagement and achieve learning objectives, we have developed our own activities and collaborated with industry-leading solutions to gamify our training sessions. This approach increases interaction levels and guarantees effective learning outcomes.



## Our Training Categories

We cover a wide range of training categories to cater to different needs and interests

Branding, Marketing, Customer Relations, & Sales Programs	Political & Public Relations Programs
Finance and Accounting Programs	Project Management Programs
Human Resources Management Programs	Quality & Process Management
Management & Leadership Programs	Self-Development Programs

Join Agile Leaders today and embark on a transformative journey towards becoming a more agile and effective leader. Experience our customer-centric approach, actionable training, and guaranteed return on investment. Let us help you unleash your full potential in the dynamic business landscape.



## Where to Find Us

You can join our training programs at our centers located in

We also offer online training sessions through the Zoom platform.



										
<b>Malaysia</b>	<b>Morocco</b>	<b>Spain</b>	<b>France</b>	<b>UK</b>	<b>Italy</b>	<b>Egypt</b>	<b>Turkey</b>	<b>Georgia</b>	<b>Azerbaijan</b>	<b>UAE</b>
Kuala Lumpur	Casablanca	Barcelona	Paris	London	Rome	Cairo Sharm El-Sheikh	Istanbul	Tbilisi	Baku	Dubai



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