XCELERATE TRAINING INSTITUTE

your learning & development partner

HUMAN RESOURCES MANAGEMENT (HRM)

Compensation and Benefits Professional Training Course

DURATION	LANGUAGE	FORMAT
5 days	English	Classroom / Online

Upcoming dates

Dates	Venue	Format	Fee
22 – 26 Feb 2027	Live online	Online (live)	€1,200
2 – 6 Aug 2027	Live online	Online (live)	€1,200
6 – 10 Sep 2027	Dubai	Classroom	€4,800

Register or ask a question

Online: staging.x8ti.com/course/compensation-and-benefits-professional-train…

+491631686678 · info@x8ti.com

Compensation and Benefits Professional Training Course

Introduction

Introduction

A pat on the back, word of appreciation is always good, however, the motivation for a person to get up and come to the business every day is the Monetary compensation. The assurance that the hard work is been paid for is particularly important. And it is the responsibility of the compensation and benefits management to ensure every employee is being rightly compensated.

Compensation management plays a vital role in any organization. The team must ensure the salaries and the benefits provided to the employees are appropriate, competitive and just. The monetary and non-monetary perks incorporated in the package must resonate with employees' perception of fair pay.

This Xcelerate training course will empower you to understand the components of compensation and benefits management and how to design an attractive package and retain the best talent in the market.

Learning Objectives

- Define what is Compensation and benefits?
- Explain the importance of Compensation and benefits to attract and retain the right talent
- Understand the components of Compensation and benefits management
- Strike the right balance between fixed and variable pay for each role/ job
- Compensate fairly for the level of experience, technical expertise, competencies that individuals bring to the table
- Develop skills to effectively design employee package to achieve win-win for both employer and the employees
- Successfully manage to retain the best talent in the competitive market
- Reward desired behavior for present and future occurrence
- Assess and restrain any discrimination basis gender, diversity, region, and religion
- Effectively plan and flex benefits like dearness allowance, etc., considering the location and other factors
- Devise packages in complying with legal regulations
- Keep surplus/ anticipate the exigencies that might occur or any contingencies

Training Methodology

Xcelerate training institute has designed this program on Compensation and benefits Management Training Course for resources in Payroll and compensation departments in the organization.

This workshop is interactive and participate as participants from all cultures participate in this training program and share their own office experiences and challenges.

Customized modules can be arranged for organization specific learning requirements. This program

involves group discussions, case studies, and role-plays.

Benefits for Your Organization

- Effective compensation and benefits management would set a benchmark in the industry
- The organization would have increased productivity with happy employees
- Reduced employee turnover, leading to reduced costs
- The organization would have a highly qualified and experienced candidate, best from the industry
- Just and fair compensation stimulates organizational productivity and growth
- Have clarity of strategizing and planning rewards and recognition that attract the right talent
- Would effectively manage the finances
- Learn to strategize how to pay and motivate the employees for a competitive advantage
- Would be able to encourage employee participation to achieve organizational goals, instilling proactiveness through fair pay
- Would be able to study and execute packages aligned with regulating bodies/ authorities
- Breed employee loyalty and commitment with compensation plans that earn unwavering faith insecurity of future

Benefits for You

- Learn the basics and key concepts of compensation
- Learn components of compensation and benefits that best in class organizations provide for employee loyalty
- Illustrate ways to strengthen the pay-for-performance plan
- Learn and incorporate the regulatory benefits for employees
- Learn to strategize compensation that benefits both employer and employee
- Effectively make contingency plans, leaving no room for havoc and panic
- Learn to effectively design all types of compensation plans (Performance-based, experience-based, sales – Flexi and variable, etc.)
- Learn the quantitative tools to design an apt compensation plan
- Analyze, determine the pay structure that exceeds employee expectation of remuneration
- Learn to plan, analyze, integrate identify and evaluate the job and the process of compensation bench marking by researching the best organizations and industries
- Would learn the components of employee rewards and non -monetary yet significant elements of compensation in an organization

Target Audience

Payroll Specialists, Payroll Leaders and Managers, recruitment and HR personnel, Independent HR experts, Independent Recruiters and consultants

Course Outline

Introduction to Compensation and Benefits Management

- What is Compensation and benefits management?

- Benefits of Compensation and benefits
- Basic principles of Compensation and benefits management
- Difference between compensation and benefits
- Designing the compensation and benefits plan

Components of Compensation

- Basic salary
- Allowances (dearness allowance, house rent, transport, etc.)
- Incentives and bonuses
- Benefits/Perquisites
- Customizable, ready to use templates

Components of Benefits

- Retirement contribution plans
- Outings and vacations
- Sharing profits – shares, RSUs etc.- depends on the company
- Relocating bonuses
- Special day offs
- Healthcare benefits
- Travel and meal reimbursement
- Maternity and sick leave
- Other facilities

Calculating Compensation

- Evaluating the current market
- Assessing the possibility of growth
- Setting a compensation benchmark
- Revisiting and revising packages to match the market standards – to become and remain the employer of choice
- Basic considerations
- Compensation Ratio

Evaluating Compensation

- Performance-based
- Skills and experience of the candidate
- Competency-based compensation
- Last or current salary
- Job description, tenure, qualification
- Paying full-time Vs. contract employees

Commutable Tools of Compensation

- Payroll management system
- Determining incentives and benefits
- Budget management

- Hikes and promotions
- Direct Compensation (Salary and rewards)
- Indirect compensation (Recognition, Career development)

Market Bench marking

- Identifying the pay policies
- Assessing the market quantitative and qualitatively
- Comparing Jobs in the market
- Assess the pay practices of competitors

Legal Regulations

- Income tax
- Various tax implication
- Prevailing wage law
- Service contract

FAQ’s

- Group discussion, learn what the best in class organizations do differently, ask questions to industry experts with decades of experience

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Registration Form

Compensation and Benefits Professional Training Course

Preferred dates: ..... Venue or online: .....

Duration: 5 days Language: .....

Please complete and email this form to us, or register online. We confirm your place and send the invoice within one working day.

Delegate information

Full name (Mr / Ms / Dr / Eng): .....

Position: ..... Telephone / mobile: .....

Official email: ..... Personal email: .....

Company information

Company name: .....

Address: .....

City / country: ..... VAT / tax number: .....

Person responsible for training & development

Full name (Mr / Ms / Dr / Eng): .....

Position: ..... Telephone / mobile: .....

Email: .....

Payment

☐ Please invoice me ☐ Please invoice my company

Signature: ..... Date: .....

Call
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Email this form
info@x8ti.com

Register online
Open the course page