XCELERATE TRAINING INSTITUTE

your learning & development partner

HUMAN RESOURCES MANAGEMENT (HRM)

Strategic Recruiter and Talent Acquisition Training Program

DURATION	LANGUAGE	FORMAT
5 days	**English**	**Classroom / Online**

Upcoming dates

Dates	Venue	Format	Fee
4 – 8 Jan 2027	Live online	Online (live)	**€1,200**
8 – 12 Feb 2027	Berlin	Classroom	**€3,600**
12 – 16 Jul 2027	Live online	Online (live)	**€1,200**

Register or ask a question

Online: staging.x8ti.com/course/strategic-recruiter-and-talent-acquisition-t…

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Strategic Recruiter and Talent Acquisition Training Program

Introduction

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Attracting the right and competent talent is one of the challenges faced by almost all companies. This makes it mandatory for organizations to hire professionally qualified and target-driven recruiters with enough experience, maturity, and competence.

Today's new age recruiters need to have a completely different skill set with the rapid advancement in technology. The new age recruiter needs to hone their ability to influence the potential candidates and build a strategy around hiring the right fit for the business.

This training by Xcelerate Training Institute will help the participants develop skills to become a result-oriented and professional recruiter. You will be coached with the practical strategies, best practices, tools, and techniques tailored to meet the challenges faced by recruiters to fill your positions timely.

Learning Objectives

- Understand the importance of recruitment for business
- Understand the vision and mission of the organization to plan for fulfilling current and future requirements of the business units
- Understand the need for a more professional approach towards handling the entire life cycle of recruitment
- Creating a network for cost-effective hiring
- Learn to create candidate pipeline
- Understand the costs associated with bad hiring
- Understand the step-by-step process of hiring
- Identify the competencies required for a role
- Conduct interviews from HR perspective
- Help increase the success rate of selecting the right candidates
- Help to reduce the probability of the new joiner leaving the organization after a short period
- Understand auditing for statutory and process compliance in the hiring process
- Understand how to increase the effectiveness of self and the organization
- Understand and evaluate the right sources and techniques for hiring
- Become brand-ambassadors of the business
- Understand the latest trends in recruitment
- Understand different interviewing techniques

Training Methodology

We at Xcelerate Training Institute will share innovative, practical methods, and best practices of handling

recruitment effectively and professionally. A highly interactive presentation will include group discussion, management games, paper-pencil exercises, activities, role plays, videos, and robust practice sessions.

Benefits for Your Organization

- Trained Professional Recruiters
- Having the right people in the organization for recruitment will give the confidence to get more and more business
- Increased ROI for the business unit
- Seamless execution of the projects with the right team of talented professionals in place
- Earn the faith of the existing and potential clients
- Increased motivation in the company
- Promotion of performance-oriented culture in the organization

Benefits for You

- Improved productivity
- Become a partner to the business units of the organization
- Learn new age tools and techniques used in recruitment
- Learn best practices used by other corporate
- Hone your networking skills and use them for getting results faster for business
- Become brand ambassadors of the organization
- A more professional approach to hiring

Target Audience

- CHRO
- HR Managers, HR Generalist, HR business partners
- Assistant Manager-HR
- Associate Manager-HR
- Recruitment/ Talent Acquisition Analysts
- Technical/ Non- Technical Recruiters
- Team Leader-Recruitment
- Any person handling Recruitment
- Freshers who want to pursue recruitment as their career

Course Outline

RECRUITMENT AND STRATEGY

- Understand how recruitment is linked with the vision and mission of the business
- Components of effective recruitment
- Understand the employee life cycle
- Understand the Hiring Process

PLANNING FOR RECRUITMENT

- Understand the Ice-Berg Model

- Relevance of Competencies in recruitment
- Skills required for super- effective recruitment
- Recruitment Dashboard and Metrics
- Working in collaboration with other departments and business units

ANALYSIS OF THE REQUIREMENT

- Conduct a careful study of the salient features of Job Description
- Understanding the skills required for the vacant role in a project/department/ business unit from a business perspective for better shortlisting

PROFILE SOURCING AND SHORTLISTING

- Know various primary and secondary sources of identifying the relevant profiles
- Understand sourcing from social media sites
- Filtering profiles using Boolean operators
- Identifying the right companies for recruitment and headhunting
- Shortlisting as per the competencies required

INTERVIEWING TECHNIQUES AND JOINING

- Understanding the Interview Process
- Understanding how to conduct different types of HR interviews – offline
- Understanding how to conduct different types of HR interviews – online
- Other interviewing techniques with special reference to BEI
- Process of Follow-up with the candidate till the day of joining
- Hand holding them even after joining to ensure retention
- Levels of Interview with specific reference to the first – level of HR interview

METRICS IN RECRUITMENT

- Understanding of the recruitment dashboard
- Maintaining the Data in the Dashboard
- Using data to strategize for closing further positions
- Maintaining a candidate pipeline

BUILDING RAPPORT

- Understand Networking tips for faster hiring required for recruitment
- Understand the personality types of the applicants for hire
- Understand how to identify the passion and interests of the applicants for a new job role before shortlisting
- Understand how to prepare your pitch for the positions you are working on
- Handling FAQs of the candidates in question

EMPLOYER BRANDING YOUR ORGANIZATION THROUGH RECRUITMENT

- Importance of creating a strong employer brand for acquiring talent
- How to create employer brand for a better hiring?
- Steps to create employer brand for professional hiring

- Sustaining the brand image even after hiring

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Registration Form

Strategic Recruiter and Talent Acquisition Training Program

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