



Professional  
Development  
Institute

# Certified Human Resources Manager (CHRM)





# Welcome

The Professional Development Institute® (PDI) is one of the leading international institutions specialized in qualifying and developing professional competencies. It is headquartered in the United Kingdom (UK) and has a proven track record in preparing specialized professionals across vital sectors, including banking, finance, and insurance. PDI is distinguished by offering internationally recognized professional certifications that enhance individual efficiency and strengthen their capabilities in the global workplace.

This professional certification has been designed to equip participants with solid knowledge, advanced skills, and practical techniques that will enable them to perform human resources functions and responsibilities effectively and efficiently. Participants will be able to rely on the latest methods used by HR leaders to build productive work environments and drive institutional success.

With the continuous development of organizations and their strong focus on employee engagement, building a healthy work culture, and ensuring compliance, the role of HR managers has become pivotal in driving growth and reinforcing trust.

Today, HR managers are expected to combine strategic vision with practical skills to ensure alignment between individuals, processes, and organizational goals.

## What you will Learn- Key Takeaways



- Understand the foundations of Human Resources Management and its contribution to achieving organizational objectives.
- Understand an HR role within institutional structures
- Build key skills of a modern HR manager
- Stay updated on labor laws and equal opportunity.
- Apply strategic management for long-term success
- Design and implement efficient recruitment, selection, and onboarding processes to attract and retain top talent.
- Enhance workforce skills through training & development.
- Design fair and competitive compensation systems.
- Apply effective performance appraisal & management
- Support career growth aligned with organizational goals

# Curriculum



## Modules: 9

Awarding body: (Professional Development Institute- UK)

- **Module 1:** Fundamentals of Human Resources
- **Module 2:** Strategic Planning in HRM
- **Module 3:** Workforce Planning, Recruitment & Staffing
- **Module 4:** Training and Development
- **Module 5:** Compensation and Benefits Management
- **Module 6:** Performance Management and Appraisal
- **Module 7:** Career Path Planning
- **Module 8:** Specialized HR Topics
- **Module 9:** Digital Transformation & AI in HRM

## Target Audience:

- HR supervisors/team leaders
- HR managers overseeing functions such as talent management or compliance
- Senior HR managers and heads of HR departments
- HR directors and business partners
- Executives shaping organizational HR strategy



## Further Information

### Eligibility Requirements


Applicants must:

- Hold a degree from a recognized educational organization.
- Have professional experience in the field.
- Sit for and pass the certification examination.
- Adhere to the Professional Development Institute (PDI) Code of Ethics.

### About Exam:

- The examination is offered in multiple languages to support international candidates.
- All candidates are required to sit for their exam at an accredited PDI Test Centre.
- The exam duration is (3) hours.
- Each exam consists of 100 multiple-choice questions (MCQs).

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