



Mining the Diamonds

# CCTM<sup>®</sup> Chartered Certification in Talent Management

## PROGRAM OVERVIEW

The Chartered Certification in Talent Manager (CCTM) Program trains HR Managers to broaden the understanding of human resources in the area of Talent Management. It prepares managers to implement and actively adapt the principles and instruments of effective change “How to step from an administrative to an active HR Service Management Approach” in the organization. Enabling HR Managers to implement a Talent Management System, they will understand all knowledge needed to successfully execute recruiting, people development and performance management. It also reflects on harmonizing specialized knowledge and interpersonal capabilities to tap the full potential of individuals, stepping from Performance Management to Excellence Management.

*“How to manage talents, understand potentials and find the upper Management people inside your own company (Mining the Diamonds)”*

## PARTICIPANTS

This 3-day Program is designed for leaders from diverse company and government departments and divisions:

- Human Resources Directors, Managers, Senior Executives
- Managers and Executives
- Human Resources Business Partners
- Team Project Managers

## PROGRAM OBJECTIVES

- Understand how Competencies work
- Design a Competency Profile
- How different components of Talent Management work together
- Create a Development Life Cycle
- Understand and upgrade company potential

## PROGRAM OUTLINE

### Competencies

- Competency definition and Models
- The different Competency Models
- Importance of Competency Models
- Build Competency Profiles as the core for Talent Management

### Find Talents

- Competencies based Hiring Process
- Performance Management
- Talent / Development based job assignments
- Manager as a Coach
- Trainings / Workshops Mapped with Competencies
- Configuration of Development Programs based on Competency Profiles
- Leveling profiles by role models

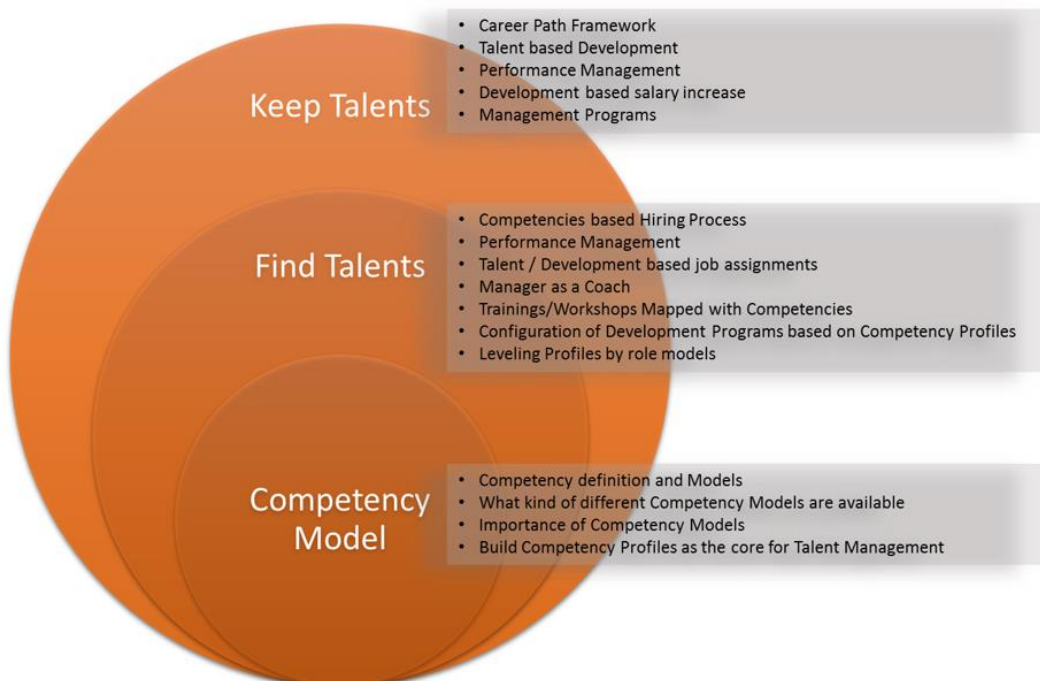
### Keep Talents

- Career Path Framework
- Talent based Development
- Performance Management
- Development based salary increase
- Management Programs

### CERTIFICATION EXAM

## TRAINING APPROACH

This Program is an instructor-led, workshop-based environment. The instruction is a blend of lecture, application, individual and team-based exercises. There is additionally 20 hours recommended of self-study to apply knowledge and skills learned in the Program to their daily work and to go through the final Certification Exam at the end of the Program.





Rolf Hartung is founder of "Rolf Hartung: Talent Management Consulting" and certified as "NLP Master and Trainer DVNLP" & "Coach DVNLP" which focus on Human Change and Communication. As Certified Trainer, he holds a certification as "Project Manager" from the George Washington University, Washington, USA. With over 20 years of experience, he certified other instructors and drove a "Coach the Coach" Program. One of his special features lies within Organizational Development where he designed effective training programs for users across multiple responsibility levels and cultures. It includes the Development of Competency Profiles, Skill Driven Development Programs and the implementation of Premium Skills People Development Programs for different kind of jobs and their levels based on the Lominger Competencies as well as to evaluate training effectiveness.

His training programs and expertise range across a variety of bringing people to the expected competency level or to the next level of possible promotions. An additional asset is his long lasting experience in providing training in and making use of Neuro Linguistic Programming, to create and deliver Leadership & Communication Trainings, in close relation with HR. Most of his professional projects have been concentrated in People Development and Organizational Development accompanied by proven Leadership and People Management Skills Training. His most recent project has been the setting up of an Academic Program "How to find new talents" where he hired 30-60 new people per year from University worldwide to enable them to participate in a 6-month training program and guide them all along their new jobs. Rolf Hartung concentrates on approaching companies to step onto a higher ground, being convinced that individual values and believes are the key drivers for dealing with and creating positive change individually, in teams and within organizations.

### CERTIFICATION EXAMINATION

Program success is valid by full attendance as well as the passing grade of 70% or higher on the Certification Exam, demonstrating that the participant has successfully learned, retained, and can utilize the Program knowledge.

The final Certificate is awarded and delivered by the GAFM, UBT, and CEC.



### GAFM, CEC, UBT CERTIFICATION BENEFITS

- Gain Recognition from The Professional Global Certifying Body and Accreditation Council
- US and Credential Recognition with US Credential Verification. Use of Board Certified Post Nominals and Designations after your name on your Business Card
- Protect your job by achieving recognition from: an independent, vendor neutral, recognized and global authority
- Enhance your digital resume a key membership and industry recognized certification.
- You can add GAFM to your Resume, Degree or Professional Licenses & Improve your professional image and salary potential
- Request to Publish Research on our journal, publications, or website as a Certified Member
- Assist the GAFM with its work with the United Nations, Accreditation Agencies, and Department of Labor
- Obtain CPE continuing education easily from any of the 600+ Programs and Business schools that we recognize
- Join our Global Members network and career tools
- Members in more than 150 Countries with Global Professional Membership and Articulation Alliances
- The GAFM Board has international alliances with Leading Associations in the Arab World, Asia, Africa, India, China, Asia, Singapore and more
- The GAFM Official Approved Annual Conferences are TOP Global Conference on International Money, Tax, and Market Issues
- Top Faculty from around the world are GAFM Members, Global Advisors and Fellows.
- Certification programs generally count for continuing education for legal, accounting and designations

## ABOUT GAFM

The International Board of Standards for the Global Academy of Finance and Management is an independent SRO Regulatory Organization Entity and worldwide professional society of management and financial practitioners.

The GAFM International Board of Standards is Accredited by the European TUV Technischer Überwachungs-Verein Österreichisch-Deutschen Gruppe and Certified/Accredited for ISO Quality Management Standards 9001 and ISO Certified 29990 for Global Training Standards. It is also a founding member of the quality assurance standards memorandum of the CHEA International Quality Group.

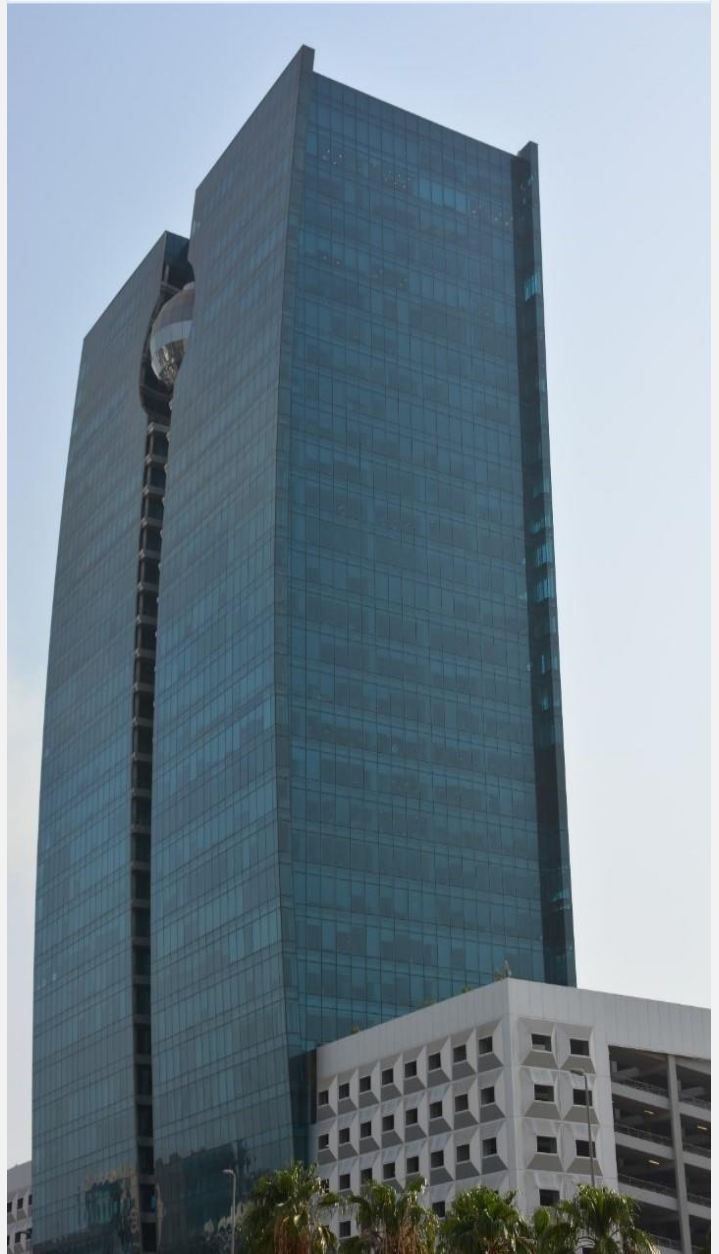
GAFM is world recognized, an independent Board of Standards and Accreditation Council for professionals with members more than 150+ countries providing brand recognition for the graduate organization and for individual designations.

In the 22 Arab Nations, GAFM has a multi-year alliance with the Arab Leagues' Arab Academy as a professional alliance organization, which gives the GAFM authority to issue joint diplomas and professional certifications locally in the Arab World. GAFM has approved over 800 accredited government educational providers worldwide via the ACBSP Accreditation articulation alliance and consults directly to assist several governments, including USA, China, Brazil, as well as the United Nations.

GAFM Certifications are also recognized by the India Academy, Latin Consortium, and the African Economist Association.



## CEC, King Road Tower, 27<sup>th</sup> Floor Jeddah



## ABOUT UBT CEC

The Continuing Education Center (CEC) of the University of Business and Technology (UBT) is a leading international training institute for professionals and executives in career development and in various fields of business and management. Based in Jeddah, UBT is the first university dedicated to business and technology studies in Saudi Arabia.

Where knowledge is power, CEC aims to up-grade and up-date the know-how and expertise of those employees with respect to their various profiles, positions, career evolution and challenges.

## CONTACT CEC

Tel: + 966 (0) 126929028

Mobile: +966 (0) 550740067

Email: [cec@ubt.edu.sa](mailto:cec@ubt.edu.sa)

Web: [cec.ubt.edu.sa](http://cec.ubt.edu.sa)