

TRAINING SYLLABUS

Talent Acquisition Specialist



Overview

The Talent Acquisition Specialist Certification equips professionals with the skills and knowledge to excel in recruitment and selection within the HR function. It validates your ability to apply strategic approaches and practical tools to identify, attract, and secure top talent for your organization. Holding this certification showcases your expertise in building strong talent pipelines and reinforces your credibility as a specialist in acquiring the right people to drive business success.

	Format	Online
	Language	English & French & Arabic
	Duration	90 days
	Accredited By	Best Places to Work Academy
	Digital certificate upon completion	
	Reading materials	



Learn skills and take your career to the next level

Learning Objectives:

- ✓ Master strategic recruitment and selection techniques to attract and hire top talent.
- ✓ Apply practical tools and methods to build effective talent pipelines.
- ✓ Strengthen candidate assessment and evaluation skills for better hiring decisions.
- ✓ Enhance your ability to align talent acquisition strategies with organizational goals.
- ✓ Demonstrate professional credibility as a skilled talent acquisition specialist driving business success.

Who Should Attend

- Talent Acquisition Specialists and Recruiters seeking to sharpen their expertise
 - HR professionals looking to strengthen their recruitment and selection skills
 - Hiring managers involved in interviewing and talent decision-making
 - Learning & Development and HR Business Partners aiming to broaden their HR capabilities
 - Anyone aspiring to build a career in recruitment and talent acquisition
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Course Structure



Module 01:

Job Analysis – Understanding roles and defining requirements

Module 02:

Competency Mapping – Aligning skills with organizational needs

Module 03:

Talent Acquisition – Strategies to attract and select top talent

Module 04:

Behavioral Event Interviewing – Mastering advanced interview techniques

Grow your skill set

- ✓ Go to www.bestplacestoworkfor.org/trainings
- ✓ Select your training and click the Enroll button
- ✓ Fill out your (company) billing address and payment details
- ✓ Happy learning!



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Unlock your potential with the Best Places to Work Academy, the official training and certification arm of the **Best Places to Work (BPTW) program**. Our academy is designed for professionals who want to enhance their expertise in workplace culture, HR practices, and employee engagement.

Through our comprehensive programs, participants gain practical knowledge and actionable skills that can be applied immediately in their organizations. Whether you're an HR professional, team leader, or aspiring manager, our training empowers you to drive positive change and contribute to building award-winning workplace environments.