

Performance Management for HR Professionals Training

Date	Time	Duration	Venue	CPD	Cost (Excl. VAT)PP
21st - 25th Oct, 2024	08:30 AM-11:30 AM	5 Day(s)	Lake Naivasha Resort, Naivasha	6	65,000.00

Course Overview

Unlock your organization's potential with our "Performance Management for HR Professionals" training! This course equips you with the tools to align employee performance with strategic priorities, integrating Performance Objectives, Critical Success Factors, and Key Performance Indicators into a cohesive system. Learn from top industry leaders how to conduct effective performance reviews, implement merit-based rewards, and develop staff in line with business needs. Customize strategies for all performance levels and master SMART objectives to drive success. Join us to transform your performance management processes and lead your team to excellence.

Course Objectives

By the end of this program, participants will be able to;

- Discover the distinctions between Performance Appraisal & Performance Managements and understand how they complement each other.
- Discuss various appraisal methods to help us evaluate and provide feedback on performance effectively.
- Learn a systematic approach to writing performance and goals, ensuring they are specific, measurable, achievable, relevant, and time-bound (SMART).
- Explore valuable tips and best practices that will enhance our performance management skills and create a positive working environment.
- Gain an understanding of how KPIs can be used to measure performance and drive improvement.
- Delve into the common challenges faced during performance management and identify strategies to overcome them.
- Discover the potential sources of errors in the performance management process and learn how to minimize their impact.
- Learn a systematic approach to writing performance and goals, ensuring they are specific, measurable, achievable, relevant, and time-bound (SMART).
- Explore valuable tips and best practices that will enhance our performance management skills and create a positive working environment.
- Gain an understanding of how KPIs can be used to measure performance and drive improvement.
- Delve into the common challenges faced during performance management and identify strategies to overcome them.
- Discover the potential sources of errors in the performance management process and learn how to minimize their impact.

Target Groups

This training is suitable to a wide range of professionals but will greatly benefit;

Den PN Gathitu

CHRP. Den PN Gathitu

Secretary General

Academy of Certified Human Resource Professionals

To:	PROFORMA INVOICE	DATE: 03:02:2026

QTY	DESCRIPTION	NET (KES)	VAT (KES)	GROSS (KES)
1	Performance Management for HR Professionals training from 21st - 25th Oct, 2024 at Lake Naivasha Resort, Naivasha	65,000.00	0.00	65,000.00
GROSS (KES): Sixty Five Thousand				65,000.00

PARTICIPANT(S) DETAILS			
NO.	NAME	EMAIL ADDRESS	TELEPHONE

PAYMENT DETAILS		
M-PESA Pay Bill No: 247247 Account No.: 300245 Amount: KES 65,000.00		
BANK NAME	ACCOUNT NAME	ACCOUNT NUMBER
Equity Bank	Academy of Certified Human Resource Professionals Ltd	1 2 9 0 2 7 1 2 4 5 7 5 3
Bank Branch: Kenyatta Avenue	Branch Code: 129	Swift Code: EQBLKENA

FUNDING CONFIRMATION / TAX DETAILS		
I, the undersigned, confirm that funds are available for the above training.		
Name of Organization:		
Org. KRA PIN: Org. Mobile No.:		
Confirmed By: Position:		
Signature: Date & Stamp:		

NOTE THAT:	
1. Only those Delegates whose fees have been paid in full will be allowed to the event	
2. Send a scanned copy of the duly completed Nomination Form to admin@achrp.org	

The above training Cost does not include Transport & Accommodation