

Certified Organizational Design and Manpower Planning
Professional

Kuala Lumpur (Malaysia)

10 - 21 November 2025

UK Training

PARTNER

Certified Organizational Design and Manpower Planning Professional

Code: HR28 From: 10 - 21 November 2025 City: Kuala Lumpur (Malaysia) Fees: 7100 Pound

Introduction

The "Certified Organizational Design and Manpower Planning Professional" program is a comprehensive 10-day course designed to provide participants with a deep understanding of organizational design and manpower planning. This program focuses on developing essential skills in job skills analysis and job evaluation, ensuring that participants are well-prepared to enhance organizational excellence and increase productivity. By the end of the course, participants will be fully equipped to implement effective manpower planning processes and organizational design principles in their organizations.

Course Objectives

- Master Organizational Design: Gain a deep understanding of organizational design principles, types, and strategies, and learn why organizational design is important for achieving efficiency and growth.
- Optimize Manpower Planning: Learn to apply strategic manpower planning processes to effectively plan, acquire, and manage your workforce, while understanding what manpower planning is and its critical benefits.
- Job Skills Analysis: Acquire the necessary skills to perform job skills analysis techniques to ensure that roles align with organizational needs and goals.
- Job Evaluation Proficiency: Develop expertise in job evaluation methodologies to ensure fair compensation and enhance organizational effectiveness.

Course Outlines

Day 1: Introduction to Organizational Design and Manpower Planning

- Overview of organizational design and its significance in driving performance.
- Definition of manpower planning and understanding its role in long-term success.
- Exploration of trends in modern organizational design and how to adapt to changing business needs.

Day 2: Organizational Structures and Design

- Examination of different types of organizational structures e.g., functional organizational design.
- Crafting an effective organizational design plan to meet strategic objectives.
- Responding to dynamic organizational needs with flexible design approaches.

Day 3: Manpower Planning Strategies

- Learning the complete manpower planning process, from forecasting workforce needs to implementation.
- Key strategies for talent acquisition and retention that align with organizational design.
- Developing succession plans to ensure long-term organizational stability.

UK Training
PARTNER



Day 4: Job Skills Analysis

- Understanding what job skills analysis is and its connection to manpower planning and organizational goals.
- Best practices for analyzing and defining job roles to match skill requirements.

Day 5: Job Evaluation Techniques

- Principles of job evaluation and why they matter for equitable compensation.
- Overview of job evaluation methods, such as the Point Factor Method, and their application to ensure fairness.
- Enhancing organizational effectiveness through sound job evaluations.

Day 6: Change Management in Organizational Design

- Effectively managing change within the framework of organizational design.
- Techniques for successfully communicating organizational changes and supporting employees during transitions.

Day 7: Technology in Organizational Design and Manpower Planning

- Leveraging technology for effective manpower planning and organizational design.
- Data-driven decision-making tools that boost efficiency in workforce planning and structural design.
- Exploring modern software and platforms that assist in organizational design planning.

Day 8: Legal and Ethical Considerations

- Understanding the legal aspects of manpower planning and how to remain compliant.
- Ethical considerations in job skills analysis and ensuring fair representation in job evaluations.
- Creating equitable compensation structures that reflect both legal and ethical standards.

Day 9: Case Studies and Best Practices

- Real-world case studies on organizational design and manpower planning, highlighting industry best practices.
- Applying these lessons to tailor strategies for participants' organizations.

Day 10: Certification and Capstone Project

- Completing a capstone project to demonstrate mastery of organizational design and manpower planning principles.
- The program concludes with a certification examination, awarding participants the title of Certified Organizational Design and Manpower Planning Professional.

Conclusion

The "Certified Organizational Design and Manpower Planning Professional" course offers participants:

- Expertise in Manpower Planning: Understand its vital role in productivity and talent retention.
- Foundational Knowledge: Learn the organizational design process and how to align structures with

The logo for UK Training Partner features the text 'UK Training' in a smaller, black sans-serif font above the word 'PARTNER' in a large, bold, black sans-serif font. The text is positioned over a background of a chessboard with several chess pieces (a king, a pawn, and a knight) visible in the foreground.

business goals.

- Practical Skills: Conduct job evaluations to ensure equitable compensation.

Participants will emerge equipped to create flexible, resilient organizations and assume leadership roles in workforce development and organizational strategy.

A graphic of a chessboard with several pieces (a king, a pawn, and a knight) on it, set against a background of concentric circles. The text 'UK Training PARTNER' is overlaid on the board.

UK Training
PARTNER

Blackbird Training Cities

Europe



Malaga (Spain)



Sarajevo (Bosnia and Herzegovina)



Oporto (Portugal)



Glasgow (Scotland)



Edinburgh (UK)



Oslo (Norway)



Annecy (France)



Bordeaux (France)



Copenhagen (Denmark)



Birmingham (UK)



Lyon (France)



Moscow (Russia)



Stockholm (Sweden)
(Netherlands)



Podgorica (Montenegro)



Batumi (Georgia)



London (UK)



Istanbul (Turkey)



Amsterdam



Düsseldorf (Germany)



Paris (France)



Barcelona (Spain)



Munich (Germany)



Geneva (Switzerland)



Prague (Czech)



Vienna (Austria)



Rome (Italy)



Brussels (Belgium)



Madrid (Spain)



Berlin (Germany)



Lisbon (Portugal)



Zurich (Switzerland)



Manchester (UK)



Milan (Italy)



Blackbird Training Cities

USA & Canada



Los Angeles (USA)



Orlando, Florida (USA)



Online



Phoenix, Arizona (USA)



Houston, Texas (USA)



Boston, MA (USA)



Washington (USA)



Miami, Florida (USA)



New York City (USA)



Seattle, Washington (USA)



Washington DC (USA)



In House



Jersey, New Jersey (USA)



Toronto (Canada)

Africa



Baku (Azerbaijan)
(Thailand)



Maldives (Maldives)



Doha (Qatar)



Manila (Philippines)



Bali (Indonesia)



Bangkok



Beijing (China)



Singapore (Singapore)



Sydney (Australia)



Tokyo (Japan)



Jeddah (KSA)



Riyadh (KSA)



Dubai (UAE)



Kuala Lumpur (Malaysia)



Kuwait City (Kuwait)



Pulau Ujong (Singapore)



Jakarta (Indonesia)



Amman (Jordan)



Beirut (Lebanon)

UK Training
PARTNER

Blackbird Training Cities

Asia



Kigali (Rwanda)



Cape Town (South Africa)



Accra (Ghana)



Lagos (Nigeria)



Marrakesh (Morocco)



Nairobi (Kenya)



Zanzibar (Tanzania)



Tangier (Morocco)



Cairo (Egypt)



Sharm El-Sheikh (Egypt)



Casablanca (Morocco)



Tunis (Tunisia)



Blackbird Training Clients



UK Training
PARTNER

Blackbird Training Categories

Management & Admin

Professional Skills
Finance, Accounting, Budgeting
Media & Public Relations
Project Management
Human Resources
Audit & Quality Assurance
Marketing, Sales, Customer Service
Secretary & Admin
Supply Chain & Logistics
Management & Leadership
Agile and Elevation

Technical Courses

Hospital Management
Public Sector
Special Workshops
Oil & Gas Engineering
Telecom Engineering
IT & IT Engineering
Health & Safety
Law and Contract Management
Customs & Safety
Aviation
C-Suite Training



 International House 185 Tower Bridge
Road London SE1 2UF United Kingdom

 +44 7401 1773 35
+44 7480 775526

 Sales@blackbird-training.com

 www.blackbird-training.com

UK Training
PARTNER

