



HUMAN RESOURCES AND TRAINING

Certificate in HR Automation Strategies

Course code: HRT-043

SPARK TRAINING

Professional training courses for leaders, specialists, and organizations seeking practical capability development.

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— Workshop Overview

HR automation is transforming how organizations manage people, processes, and performance. Automating repetitive HR tasks improves efficiency, reduces errors, enhances employee experience, and allows HR teams to focus on strategic priorities. This course provides participants with practical knowledge to identify automation opportunities, implement HR technologies, and build smarter HR operations.

Why Attend

This course uses an interactive and practical approach through presentations, case studies, group discussions, process mapping exercises, technology demonstrations, and real workplace examples.

Who Should Attend

HR Professionals
HR Managers
HR Operations Staff
Digital Transformation Teams
IT Support Staff involved in HR systems
Process Improvement Professionals
Anyone involved in HR modernization initiatives

— Learning Objectives

- Understand the role of automation in HR
- Identify HR processes suitable for automation
- Improve efficiency through digital workflows
- Reduce manual errors in HR operations
- Enhance employee experience using automation tools
- Measure automation performance and benefits
- Manage change during HR automation projects
- Build an HR automation implementation plan

— Course Outline

DAY
1

Introduction to HR Automation

- Understanding HR automation concepts
- Benefits of automation in HR functions
- Current trends in digital HR
- Common manual HR challenges
- HR processes suitable for automation
- Building the business case for automation

DAY
2

Automating Core HR Processes

- Employee onboarding automation
- Leave and attendance workflow automation
- Payroll support automation
- Recruitment and applicant tracking tools
- Performance review automation
- Employee self-service solutions

DAY
3

HR Systems and Technology Solutions

- HRIS and integrated HR platforms
- Workflow tools and approval systems
- AI and chatbots in HR services
- Document management automation
- Data privacy and system security basics
- Selecting suitable HR technology solutions

DAY
4

Implementation and Change Management

- Planning an HR automation project
- Stakeholder engagement strategies
- Managing employee resistance to change
- Training users on new systems
- Testing and process improvement
- Ensuring successful adoption

DAY

5

Measuring Success and Future Strategy

- KPIs for HR automation performance
- Measuring ROI and productivity gains
- Continuous improvement of automated processes
- Future trends in HR technology
- Building a long-term HR automation roadmap
- Final workshop: Create an automation strategy plan

— Upcoming Classroom Dates

DATE	LOCATION	FEE
5 - 9 October 2026	London - United Kingdom	€2,125
16 - 20 November 2026	Amsterdam - Netherlands	€2,125
7 - 11 December 2026	Paris - France	€2,250
21 - 25 December 2026	Munich - Germany	€1,725
11 - 15 January 2027	Geneva - Switzerland	€2,625
8 - 12 February 2027	Kuala Lumpur - Malaysia	€1,400
8 - 12 March 2027	London - United Kingdom	€2,100
12 - 16 April 2027	Barcelona - Spain	€1,925

— Certificate and Registration

Participants who attend and complete the full programme receive a SPARK Training Certificate of Completion. For registration, in-house delivery, or availability questions, contact info@sparktraining.eu or +31 85 115 0004.